

Basic Rules for Citations

- Authors' names are inverted (last name first); if a work has more than one author, invert only the first author's name, follow it with a comma, then continue listing the rest of the authors.
- If you have cited more than one work by a particular author, order them alphabetically by title, and use three hyphens in place of the author's name for every entry after the first.
- When an author appears both as the sole author of a text and as the first author of a group, list solo-author entries first.
- If no author is given for a particular work, alphabetize by the title of the piece and use a shortened version of the title for parenthetical citations.
- Capitalize each word in the titles of articles, books, etc. This rule does not apply to articles, short prepositions, or conjunctions unless one is the first word of the title or subtitle.
- Underline or italicize titles of books, journals, magazines, newspapers, and films.
- Use quotation marks around the titles of articles in journals, magazines, and newspapers. Also use quotation marks for the titles of short stories, book chapters, poems, and songs.
- List page numbers efficiently, when needed. If you refer to a journal article that appeared on pages 225 through 250, list the page numbers on your Works Cited page as 225-50.

Books

Author(s). Title of Book. Place of Publication: Publisher, Year of Publication.

Book with one author

Henley, Patricia. The Hummingbird House. Denver: MacMurray, 1999.

Book with more than one author

Gillespie, Paula, and Neal Lerner. The Allyn and Bacon Guide to Peer Tutoring. Boston: Allyn, 2000.

Book or article with no author named

Encyclopedia of Indiana. New York: Somerset, 1993.

"Cigarette Sales Fall 30% as California Tax Rises." New York Times
14 Sept. 1999: A17.

Article from a reference book

"Jamaica." Encyclopedia Britannica. 1999 ed.

An article in a periodical (such as a newspaper or magazine)

Author(s). "Title of Article." Title of Source Day Month Year:
pages.

Magazine or newspaper article

Poniewozik, James. "TV Makes a Too-Close Call." Time 20 Nov. 2000: 70-71.

Trembacki, Paul. "Brees Hopes to Win Heisman for Team." Purdue Exponent
5 Dec. 2000: 20.

An article in a scholarly journal

Author(s). "Title of Article." Title of Journal Vol (Year): pages.

A web site

Author(s). Name of Page. Date of Posting/Revision. Name of institution/organization affiliated with the site. Date of access <electronic address>.

Web site examples

Felluga, Dino. Undergraduate Guide to Literary Theory. 17 Dec. 1999. Purdue University.
15 Nov. 2000 <<http://omni.cc.purdue.edu%7Efelluga/theory2.html>>.

Purdue Online Writing Lab. 2003. Purdue University. 10 Feb. 2003.
<<http://owl.english.purdue.edu>>.

An article on a web site

It is necessary to list your date of access because web postings are often updated, and information available at one date may no longer be available later. Be sure to include the complete address for the site. Also, note the use of angled brackets around the electronic address; MLA requires them for clarity.

Author(s). "Article Title." Name of web site. Date of posting/revision. Name of institution/organization affiliated with site. Date of access <electronic address>.

► How to Cite a World Wide Web Page:

- **Example:**
Author(s). Name of Page. Date of posting or revision. Name of organization/institution associated with the site. Date of Access <electronic address>.

Note: Use angled brackets around the electronic address; MLA requires them for clarity.