

MLA Style Guide

This handout provides an overview of the Modern Language Association style. It is based on the seventh edition of the *MLA Handbook for Writers of Research Papers (MLA Handbook)*. For additional information and examples, consult a copy of the handbook available in the Circulating or Reference Collections (Call #: PE 1478 G53 2009) in the Vera Bracken Library. Additionally, you can review the *To Quote, Paraphrase or Block Quote: MLA Style guides* – both are available in the library or online at: <http://www.mhc.ab.ca/library/howtoguides.html>.

WHY CITE SOURCES?

When writing a paper, we often build upon the information and ideas of others. When information is borrowed from others, we must give them credit. Citing sources accomplishes the following:

- ~ provides a way to give proper credit to the sources used in writing the paper
- ~ enables the reader to find the information for themselves
- ~ adds credibility and provides strength for your arguments

WHEN TO CITE SOURCES?

Credit must be given whenever:

- ~ quoting from a source (copying from the source word for word)
- ~ summarizing or rephrasing information from a source into one's own words

HOW TO CITE SOURCES?

MLA style requires 2 elements:

1. PARENTHETICAL CITATION
 - a. located in the text of the paper
 - b. tells the reader what information was borrowed and where it came from
2. WORKS-CITED LIST
 - a. located at the end of the paper
 - b. tells the reader what sources were used to write the paper and provides complete information about the sources

The parenthetical references and works-cited list work together to give complete credit to the sources that are used in writing the paper. The parenthetical reference in the paper should correspond with the beginning of the citation in the works-cited list.

FORMATTING A PAPER IN MLA STYLE (unless your instructor advises differently)

- ~ Use standard 8.5 X 11 inch good quality white paper.
- ~ Text will only be printed on one side of the paper. Do not use the duplexing feature on your printer for the final copy.
- ~ Avoid fonts that are difficult to read. Times Roman 12-point font is recommended, but any easy to read 12-point font (such as Arial, or Courier) is allowed.
- ~ Double-space all lines throughout the paper.
- ~ Left justify the text of the paper – this means that the paper will have its margin tight to the left margin and jagged on the right side.
- ~ All pages are numbered consecutively, starting on the first.
- ~ Each paper's header (which includes the author's last name and page number) sits ½ inch from the top and 1 inch from the top right corner of the paper. One space is sufficient between the author's last name and page number.
- ~ The first line of all paragraphs is indented ½ inch.
- ~ Leave one space after all punctuation.
- ~ Consult with your instructor about their preferred method of binding the paper – whether it is a folder, paperclip or staple. The *MLA Handbook* suggests securing your essay with a paperclip.
- ~ A title page and abstract are not required – your essay begins on page one (this is unlike the American Psychological Association (APA) style of research paper writing).
- ~ URLs (i.e., Web addresses) for Web references are now optional for the works-cited list. If you decide to include the URL (or are required to), see section 5.6.1 of the *MLA Handbook* for details.
- ~ In your works-cited list, you must now include the medium (e.g., Print, Web, Lecture, DVD, Radio, Television, Map, PDF file, MP3 file, etc.) with each citation in the list. Refer to chapter 5 of the *MLA Handbook* for details.
- ~ Refer to chapter 4 of the *MLA Handbook* for additional detail about basic formatting and layout.

TITLES - ITALICIZE OR QUOTATION MARKS?

- ~ ITALICIZE: Titles of books, plays, pamphlets, periodicals (journals, magazines, and newspapers), films, compact discs, audiocassettes, and paintings.
 - NOTE: One of the major changes in the seventh edition of the *MLA Handbook*, from the previous editions, is the treatment of the aforementioned titles. Previously these titles would be underlined – this is no longer the case.
- ~ PLACE QUOTATION MARKS AROUND: Titles to be put in quotation marks include articles, essays, short stories, poems, chapters of books, and songs
- ~ CAPITALIZE: All major words in the title.
- ~ Refer to section 3.6 of the *MLA Handbook* for additional detail about the formatting of titles.

MLA style requires brief references in the text of the paper and complete reference information at the end of the paper. Below are some general guidelines:

PARENTHETICAL REFERENCES

A parenthetical reference is generally given in one of two ways.

For rephrased information (information put into your own words):

- ~ use author's surname within the sentence and provide the page numbers in brackets at the end of the sentence before the period
- OR
- ~ provide the author's surname and page numbers in brackets at the end of the sentence before the period

For quoted information (information copied word for word):

- ~ use the author's surname within the sentence and the page numbers from which the information was copied in brackets at the end of the sentence (see example on page 4 for details)
- OR
- ~ provide the author's surname and page numbers in brackets at the end of the sentence before the period (see example on page 4 for details)

WORKS-CITED

The list of sources is titled *Works Cited* (not italicized) and is located at the end of the paper on a new page.

- ~ alphabetize entries by the first word of each citation
- ~ entries are double spaced and the second line of an entry is a hanging indent of a ½-inch (standard tab space)
- ~ provide the author's name as it appears on the title page, do not use initials for names given in full
- ~ capitalize all significant words in titles
- ~ italicize the titles of books and periodicals
- ~ one space after all punctuation
- ~ list only works that were referenced in the text of the paper

ADDITIONAL RESOURCES

- ~ Modern Language Association of America. *MLA Handbook for Writers of Research Papers*. 7th ed. New York: MLA, 2009. Print. [Circulation and Reference Collections; Call #: PE 1478 G53 2009]
- ~ ---. *MLA Style Manual and Guide to Scholarly Publishing*. 3rd ed. New York: MLA, 2008. Print. [Circulation Collection; Call #: PE 1478 G44 2008]
- ~ *MLA Handbook – The Definitive Guide to Writing Research Papers* (<http://www.mlahandbook.org>) – The official Web site of the *MLA Handbook for Writers of Research Papers* (7th ed.).
- ~ *To Quote, Paraphrase, or Block Quote? – MLA Style* – A library produced handout that outlines basic quoting, paraphrasing, and block quoting techniques for the MLA style with regards to drama, poetry, and prose. It expands on the information given on page 9 of this document.
- ~ *How to Write an Annotated Bibliography* – A handout that outlines how to write an annotated works-cited list.
- ~ The latter two can be found at: <http://www.mhc.ab.ca/library/howtoguides.html>

ANATOMY OF A REFERENCE

(For more examples see pp. 5-10)

NOTE: It is *IMPORTANT* to know that the MLA style is very flexible. There can be multiple variations on any given entry; so when in doubt, consult the *MLA Handbook*.

<p>Short Quote – Prose (less than 4 lines in length)</p> <p>Section 3.7.2 of <i>MLA Handbook</i></p>	<p>Direct quote from a book. { The <i>MLA Handbook for Writers of Research Papers</i> (6th ed.), states that: “[r]eferences in the text must clearly point to specific sources in the list of works cited” (Gibaldi 238).</p> <p>In text citation tells the reader the author’s name and the page number that the quote was taken from. Complete detail about the source can be found on the <i>Works Cited</i> page, which is organized alphabetically by author’s last name.</p>
<p>Works-Cited List – Book Citation</p> <p>Section 5.5 of <i>MLA Handbook</i></p>	<p>Author Title (italicize) Edition Publisher Medium</p> <p>Gibaldi, Joseph. <i>MLA Handbook for Writers of Research Papers</i>. 6th ed. New York: MLA, 2003. Print.</p> <p>City of Publication (if necessary include state/province/territory and country to clear-up potential confusion) Year.</p>
<p>Works-Cited List – Journal Article Citation</p> <p>Section 5.4 of <i>MLA Handbook</i></p>	<p>Author Journal Title (italicized) Year Medium</p> <p>Raymond, James C. “Reflections on the New MLA Handbook.” <i>Editors’ Notes</i> 5.1 (1986): 25-27. Print.</p> <p>Article Title (between quotation marks) Volume/ Issue numbers Pages</p>
<p>Works-Cited List – Website Citation</p> <p>Section 5.6 of <i>MLA Handbook</i></p>	<p>Author (corporate, association, etc.) Title of Web page (in quotes). Title of Web Site (italicized)</p> <p>Modern Language Association. “Should I Use Underlining or Italics?” <i>Modern Language Association</i>.</p> <p>MLA, 8 Apr. 2008. Web. 21 May 2009. <http://www.mla.org/style_faq2>.</p> <p>Publisher/Sponsor Publication Date Medium Access Date Web address (URL) – OPTIONAL.</p>

	PARENTHETICAL (IN-TEXT) REFERENCE	WORKS-CITED LIST
Book - One Author See section 5.5.2 of the <i>MLA Handbook</i>	Thomas's findings indicate . . . (156). OR . . . (Thomas 156).	Thomas, Ronald R. <i>Detective Fiction and the Rise of Forensic Science</i> . Cambridge: Cambridge UP, 1999. Print.
Book – Two or Three Authors See section 5.5.4 of the <i>MLA Handbook</i>	~ Use "and" between the authors' names. Bloom and Blair compare . . . (14). OR . . . (Bloom and Blair 14).	~ Cite all authors and only reverse the name of the first author. Bloom, Jonathan, and Sheila Blair. <i>Islam: A Thousand Years of Faith and Power</i> . New York: TV, 2000. Print.
Book – More than Three Authors See section 5.5.4 of the <i>MLA Handbook</i>	Beebe et al. suggest that . . . (89). OR . . . (Beebe et al. 89).	Beebe, Steven A., et al. <i>Communication: Principles for a Lifetime</i> . Canadian ed. Toronto, ON: Pearson, 2005. Print.
Editor and NO Author See section 5.5.4 of the <i>MLA Handbook</i>	~ Since the information was edited, do not use the editor's name as if he or she wrote it. . . . (Price 186).	Price, Richard T., ed. <i>The Spirit of the Alberta Indian Treaties</i> . 3rd ed. Edmonton, AB: University of Alberta P, 1999. Print.
Author and Editor See section 5.5.6 of the <i>MLA Handbook</i>	Lewis supports the argument by . . . (145). OR . . . (Lewis 145).	Lewis, Barbara A. <i>What Do You Stand For? A Kid's Guide to Building Character</i> . Ed. Pamela Espeland. Minneapolis: Free Spirit, 1998. Print.
Chapter or Section of a Book – with an author See section 5.5.6 of the <i>MLA Handbook</i>	Pache determines that . . . (1154). OR . . . (Pache 1154).	Pache, Walter. "Urban Writing." <i>Encyclopedia of Literature in Canada</i> . Ed. William H. New. Toronto, ON: University of Toronto P, 2002. 1148-1156. Print.
Dictionary Entry See sections 5.5.7 and 6.4.4 (variant) of the <i>MLA Handbook</i>	In a religious context, <i>revival</i> can be defined as . . . ("Revival," def. 4a).	~ If you use a specific definition for a word, document the specific designation after the citation's title – use <i>Def.</i> (not italicized) and its appropriate designation (e.g., number, letter). "Revival." Def. 4a. <i>The Concise Oxford Dictionary of Current English</i> . 8th ed. Ed. R. E. Allen. Oxford: Oxford UP, 1990. Print.
Encyclopedia Entry See sections 5.5.7 of the <i>MLA Handbook</i>	Kershaw and Macleod suggest that . . . (324). OR . . . (Kershaw and Macleod 324).	~ For popular works, full publication information is not required. Kershaw, G. Peter and Roderick C. Macleod. "Alberta." <i>The World Book Encyclopedia</i> . 2007 ed. Vol. 1. Print.

	PARENTHETICAL (IN-TEXT) REFERENCE	WORKS-CITED LIST
<p>Essay/Poem/ Short Story in an Anthology (with Editor)</p> <p>See section 5.5.6 of the <i>MLA Handbook</i></p>	<p>~ Use line numbers instead of page numbers for poetry.</p> <p>In Frost's poem . . . (5). OR</p> <p>. . . (Frost 5).</p>	<p>Frost, Robert. "Wind and Window Flower." <i>Anthology of American Poetry</i>. Ed. George Gesner. New York: Avenal, 1983. 577-578. Print.</p>
<p>Play or Novel in an Anthology (with Editor)</p> <p>See section 5.5.6 of the <i>MLA Handbook</i></p>	<p>~ For plays, cite by division (act, scene, line) instead of page numbers. Separate each number with a period. Also use the title instead of the author.</p> <p>In <i>Hamlet</i> . . . (1.3.25). OR</p> <p>. . . (<i>Hamlet</i> 1.3.25).</p>	<p>~ Titles of plays and novels in an anthology are typically italicized.</p> <p>Shakespeare, William. <i>Hamlet</i>. <i>The Norton Introduction to Literature</i>. Ed. Carl E. Bain, Jerome Beaty, and J. Paul Hunter. 5th ed. New York: Norton, 1991. 1197-1295. Print.</p>
<p>Indirect/Secondary Sources</p> <p>See section 6.4.7 of the <i>MLA Handbook</i></p>	<p>~ Whenever possible use the original source.</p> <p>~ In the text, cite the original source and in brackets cite the secondary source with the phrase "qtd. in".</p> <p>~ In this example there were more than three authors, therefore you may list the first author and use "et al." (and others).</p> <p>Knowles defines <i>andragogy</i> as . . . (qtd. in Selman et al. 162).</p>	<p>~ Cite only the secondary source in the works-cited list.</p> <p>Selman, Gordon, et al. <i>The Foundations of Adult Education in Canada</i>. 2nd ed. Toronto, ON: Thompson Educational, 1998. Print.</p>
<p>A Review</p> <p>See section 5.4.7 of the <i>MLA Handbook</i></p>	<p>In Gardner's review of the book . . . (424). OR</p> <p>. . . (Gardner 424).</p>	<p>Gardner, Jared. Rev. of <i>Patterns for America: Modernism and the Concept of Culture</i>, by Susan Hegeman. <i>American Literature</i> 73.2 (2001): 423-426. Print.</p>
<p>Journal Article (Print)</p> <p>See section 5.4.2 of the <i>MLA Handbook</i></p>	<p>Beattie provides many examples . . . (499). OR</p> <p>. . . (Beattie 499).</p>	<p>Beattie, Valerie. "The Mystery at Thorfield: Representations of Madness in <i>Jane Eyre</i>." <i>Studies in the Novel</i> 28.4 (1996): 493-505. Print.</p>
<p>Magazine Article</p> <p>See section 5.4.6 of the <i>MLA Handbook</i></p>	<p>McKenna suggests that . . . (70). OR</p> <p>. . . (McKenna 70).</p>	<p>~ Provide the full publication date in the format shown below.</p> <p>~ Volume and issue number are not required – even if provided.</p> <p>~ If pages are not consecutive, use a plus sign (+) after the first page (e.g., 68+).</p> <p>McKenna, Brian. "Heroism on Verrières Ridge." <i>Maclean's</i> (11 Nov. 2002): 68-74. Print.</p>

	PARENTHETICAL (IN-TEXT) REFERENCE	WORKS-CITED LIST
<p>Newspaper Article</p> <p>See section 5.4.5 of the <i>MLA Handbook</i></p>	<p>Chase reported that . . . (A5). OR</p> <p>. . . (Chase A5).</p>	<p>~ If the city name is not included in the name of the newspaper, add the city in square brackets.</p> <p>~ If pages are not consecutive, use a plus sign (+) after the first page (e.g., A5+).</p> <p>Chase, Steve. "Information about Kyoto Insufficient." <i>Globe and Mail</i> [Toronto] 9 Nov. 2002: A5. Print.</p>
<p>Full Text Article from a Subscription Database</p> <p>See section 5.6.4 of the <i>MLA Handbook</i></p>	<p>According to Schacht . . . (2). OR</p> <p>. . . (Schacht 2).</p>	<p>~ When citing a periodical publication from a database, cite it as you would the print version, but include: (a) title of database (italicized), (b) medium (i.e., "Web."), and (c) date of access.</p> <p>Schacht, Paul. "Dickens and the Uses of Nature." <i>Victorian Studies</i> 34.1 (1990): 77-102. <i>Academic Search Elite</i>. Web. 28 Nov. 2002.</p>
<p>Book on the Web with Print Information</p> <p>See section 5.6.2c of the <i>MLA Handbook</i></p>	<p>Leacock describes the event . . . (17). OR</p> <p>. . . (Leacock 17).</p>	<p>~ When citing a digital book from a database, cite it as you would the print version, but include: (a) title of database/digital project (italicized), (b) medium (i.e., "Web."), and (c) date of access.</p> <p>Leacock, Stephen B. <i>Adventures of the Far North: A Chronicle of the Arctic Seas</i>. Toronto, ON: Glasgow, 1914. <i>Our Roots: Canada's Local Histories Online</i>. Web. 19 May 2009.</p>
<p>Translation</p> <p>See section 5.5.11 of the <i>MLA Handbook</i></p>	<p>Vanier's interpretation reveals . . . (45). OR</p> <p>. . . (Vanier 45).</p>	<p>Vanier, Jean. <i>Made for Happiness: Discovering Life with Aristotle</i>. Trans. Kathryn Spink. Toronto, ON: House of Anansi, 2001. Print.</p>
<p>Video</p> <p>See section 5.7.3 of the <i>MLA Handbook</i></p>	<p>In the DVD <i>Pride and Prejudice</i>. . . OR</p> <p>. . . (<i>Pride and Prejudice</i>).</p>	<p>~ List title of work (italicized), director (Dir.), distributor, year of release, and medium (e.g., DVD, videocassette, etc.). You can add writers, producers, and performers if desired.</p> <p><i>Pride and Prejudice</i>. Dir. Robert Z. Leonard. Prod. Hunt Stromberg. MGM/UA Home Video, 1985. DVD.</p>
<p>Brochure/Pamphlet/Press Release</p> <p>See section 5.5.19 of the <i>MLA Handbook</i></p>	<p>Environment Canada's pamphlet on the ozone layer reinforces . . . (3). OR</p> <p>. . . (Environment Canada 3).</p>	<p>~ Treat these documents as you would a book, but for a press release, include the precise date of release (i.e., day month year).</p> <p>Environment Canada. <i>The Ozone Layer</i>. Ottawa: Authority of the Minister of the Environment, 1995. Print.</p>

	PARENTHETICAL (IN-TEXT) REFERENCE	WORKS-CITED LIST
<p>Web Page</p> <p>See section 5.6.2b of the <i>MLA Handbook</i></p>	<p>~ If the website does not have any type of numbering (such as numbering of paragraphs) omit the page numbering.</p> <p>Gray's timeline of Shakespeare's life. . . . OR . . . (Gray).</p>	<p>~ Provide as many bibliographic elements as are available in the following order: (a) name of author/compiler/translator; (b) page/document title (in italics if it is a standalone document, or quotes if it part of a larger work); (c) title of overall site (in italics if distinct from (b)); (d) version (if given); (e) publisher/sponsor name (use "N.p." if unavailable); (f) date of publication (use "n.d." if unavailable); (g) medium (i.e., "Web."); and (h) date of access.</p> <p>Gray, Terry A. "A Shakespeare Timeline Summary Chart." <i>Mr. William Shakespeare and the Internet</i>. N.p., 16 Sept. 2000. Web. 2 Dec. 2002.</p>
<p>Wiki Entries</p> <p>See section 5.6.2 of the <i>MLA Handbook</i></p>	<p>The "Modern Language Association" article proposes that. . . . OR . . . ("Modern Language Association").</p>	<p>"Modern Language Association." <i>Wikipedia: The Free Encyclopedia</i>. Wikimedia Foundation, 15 May 2009. Web. 25 May 2009.</p>
<p>Video on Web (e.g., YouTube)</p> <p>See section 5.6.2d of the <i>MLA Handbook</i></p>	<p>~ Since this citation's works-cited entry begins with a title, the parenthetical citation uses an abbreviated form of that title.</p> <p>Simon Cowell, a notoriously difficult judge, says that Paul Potts's performance on <i>Britain's Got Talent</i>, "was a complete breath of fresh air" ("Paul"). Cowell goes on to say that, "I thought you were absolutely fantastic."</p>	<p>~ There are many ways to cite videos from the Web. Since this video is a reproduction of a television program, provide as much of the original program's information as possible, as well as the <i>YouTube</i> posting information. The URL was included to clear up any ambiguity regarding the video's origin.</p> <p>"Paul sings Nessun Dorma high quality video/sound widescreen 16:9." <i>Britain's Got Talent</i>. ITV1. UK, 9 June 2007. <i>YouTube</i>. Web. 26 May 2009. <http://www.youtube.com/watch?v=1k08yxu57NA>.</p>
<p>Interview</p> <p>See section 5.7.7 of the <i>MLA Handbook</i></p>	<p>Wells, in his interview with Planta, states that. . . . OR . . . (Wells).</p>	<p>~ There are many types of interviews: published, broadcast, and those done by researchers. This example is from a website. Refer to the <i>MLA Handbook</i> (section 5.7.7) for details on the many different mediums.</p> <p>Wells, Paul. Interview by Joseph Planta. <i>The Commentary</i>. Commentary, 12 December 2006. Web. 25 May 2009.</p>
<p>Course Lecture</p> <p>See section 5.7.11 of the <i>MLA Handbook</i></p>	<p>In the English 202A lecture, Smith stated that. . . . OR . . . (Smith).</p>	<p>~ Provide the speaker's name, title of lecture in quotation marks (if known) or course name (not in quotation marks), the sponsoring organization (if applicable), location, and date of lecture, and form of delivery label (i.e., "Lecture").</p> <p>Smith, Bill. English 202A. Medicine Hat College, Medicine Hat, AB. 4 Dec. 2002. Lecture.</p>

	PARENTHETICAL (IN-TEXT) REFERENCE	WORKS-CITED LIST
<p>Short Quotation (less than 4 lines)</p> <p>See section 3.7.2 of the <i>MLA Handbook</i></p>	<p>~ Place quotation marks around the information that was copied word for word from the source and incorporate into the text of your paper. Additionally, you may quote just a word or a phrase within your sentence</p> <p>Olson states that, "Teachers are at the nexus of curriculum implementation" (171). OR</p> <p>"Teachers are at the nexus of curriculum implementation" (Olson 171).</p>	<p>Olson, Margaret. "Curriculum as a Multistoried Process." <i>Canadian Journal of Education</i> 25.3 (2000): 169-187. Print.</p>
<p>Long Quotation (more than 4 lines)</p> <p>See section 3.7.2 of the <i>MLA Handbook</i></p>	<p>~ Long quotations are set off from the text by starting a new line and indenting the quotation one inch (2.54 cm) from the left margin.</p> <p>~ Quotation marks are not used.</p> <p>~ Information copied from a source must be reproduced word for word.</p> <p>~ The quotation is double spaced.</p> <p>~ The punctuation mark ending the quote appears before the page reference.</p> <p>Olson concludes that:</p> <p style="padding-left: 40px;">enacting curriculum decisions within classrooms is a complex, multistoried narrative in a dynamic process of continual negotiation. Because preservice teachers enter an ongoing narrative in process, finding their place within the story can be confusing and frustrating. Finding space to create their own curriculum story with students is difficult. (175)</p>	<p>Olson, Margaret. "Curriculum as a Multistoried Process." <i>Canadian Journal of Education</i> 25.3 (2000): 169-187. Print.</p>
<p>Art Work (Painting, Lithograph, Sculpture, etc.)</p> <p>See section 5.7.6 of the <i>MLA Handbook</i></p>	<p>Léger's painting . . . (804). OR</p> <p>. . . (Léger 804).</p>	<p>~ For an <i>original work</i> provide the artist's name, title of the work (italicized), year of composition (if available), medium of composition, where the work is displayed (e.g., museum name) and the city.</p> <p>~ For art work that is a <i>reproduced copy</i> (i.e., photograph of the work in a book), provide complete information about the book source including where the work is presented in the source (i.e., page, slide number, figure, etc.).</p> <p>~ The example below is a reproduced copy of art in a book</p> <p>Léger, Fernand. <i>The City</i>. 1919. Oil on canvas. Philadelphia Museum of Art, Philadelphia. By H. W. Janson and Anthony F. Janson. <i>History of Art</i>. 5th rev. ed. New York: Abrams, 1997. 804. Print.</p>

PARENTHETICAL (IN-TEXT) REFERENCE

WORKS-CITED LIST

Visuals
(Photographs, Maps, Line drawing, Graph, Chart, etc.)

See section 4.5 of the *MLA Handbook*

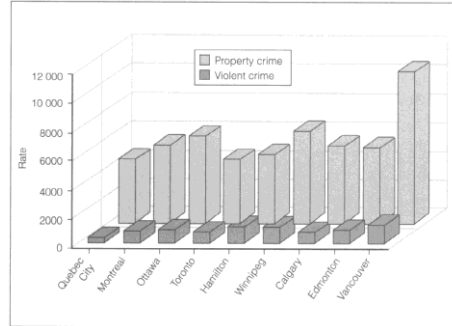


Fig. 1. "Property and Violent Crime in Major Metropolitan Areas, 1996," from Subhus Ramcharan, Willem de Lint, and Thomas S. Fleming, *The Canadian Criminal Justice System* (Toronto, ON: Prentice, 2001; print; 36).

- ~ Align all elements on the left-hand margin.
- ~ Give it the label of *Figure* (or *Fig.*) and assign it an Arabic numeral (figures must be assigned a numeric value based on the order in which they appear in the text) below the figure.
- ~ Give the figure a label/title (and/or parenthetical citation as needed) following the figure's label.
- ~ Double space (to the best of your ability) all elements.

- ~ If you provide complete information about the source below the figure and make no other reference to the same source in your composition, then a works-cited reference is not required.

Ramcharan, Subhus, Willem de Lint, and Thomas S. Fleming. *The Canadian Criminal Justice System*. Toronto, ON: Prentice, 2001.
Print.

SAMPLE FIRST PAGE

Josephson 1

Laura N. Josephson
Professor Bennet
Humanities 2710
8 May 2002

Author of essay's name.
Professor's name.
Class name.
Date assignment is due.

Title of paper – centered.

The header is in the top right corner – 1 inch from right margin, ½ inch from top. Use author's last name, followed by page number – starting on page 1.

Paragraphs are indented an additional ½ inch from the margin.

Ellington's Adventures in Music and Geography

In studying the influence of Latin American, African, and Asian music on modern American composers, music historians tend to discuss such figures as Aaron Copland, George Gershwin, Henry Cowell, Alan Hovhaness, and John Cage (Brindle; Griffiths 104-39; Hitchcock 173-98). They usually overlook Duke Ellington, whom Gunther Schuller rightly calls "one of America's great composers" (318), probably because they are familiar only with Ellington's popular pieces, like "Sophisticated Lady," "Mood Indigo," and "Solitude." Still little known are the many ambitious orchestral suites Ellington composed, several of which, such as *Black, Brown, and Beige* (originally entitled *The African Suite*), *The Liberian Suite*, *The Far East Suite*, *The Latin American Suite*, and *The Afro-Eurasian Eclipse*, explore his impressions of the people, places, and music of other countries.

Use 12 pt. font and choose Arial, Times New Roman, or any comparably easy to read font.

Double space throughout the paper.

All text is aligned on the left margin.

Not all music critics, however, have ignored Ellington's excursions into longer musical forms. Raymond Herricks compared him with Ravel, Delius, and Debussy:

Indent one full inch when using block quotations. Do not use quotation marks around the block quotation.

The continually enquiring mind of Ellington . . . has sought to extend steadily the imaginative boundaries of the musical form on which it subsists. . . . Ellington since the mid-1930s has been engaged upon extending both the imagery and the formal construction of written jazz. (122-23)

Ellington's earliest attempts to move beyond the four-minute limit were imposed by the

Adapted from:

Gibaldi, Joseph. *MLA Handbook for Writers of Research Papers*. 6th ed. New York: MLA, 2003. 320. Print.

Bibliography/reference page(s) titled *Works Cited*. Title of this section is centered on first line.

Double space throughout the *Works Cited* page(s), as you did for the main body of the essay.

Works Cited

½ inch hanging indent.

Brindle, Reginald Smith. "The Search Outwards: The Orient, Jazz, Archaisms." *The New Music: The Avant-Garde since 1945*. New York: Oxford UP, 1975. 133-45. Print.

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Adapted from:

Gibaldi, Joseph. *MLA Handbook for Writers of Research Papers*. 6th ed. New York: MLA, 2003. 321. Print.