## University of Houston ◢ Clear Lake

# WRITING CENTER

# Documentation: MLA Style

All college-level students will need to use documentation when writing papers for university classes. There are several styles of documentation; the most common are APA and MLA.

This handout will briefly describe some basic MLA documentation procedures. It is not intended to be inclusive, nor is it intended to replace the handbook.

- MLA (Modern Language Association) style is most often used in humanities courses, such as literature, composition, cross-cultural studies, and sometimes history. It is always best to consult your professor for his or her preference before using any specific type of documentation. Note also that some professors will allow you to use MLA 7th ed., this document covers MLA 9th ed.
- The URL for the MLA website is http://www.mla.org

## How to create citations within the text:

**If you've used the author's name in your sentence,** put only the page numbers in parentheses after the segment you are citing.

> ***Example*:** Johnson argues for the continuation of … (189-94).

**If you have not named the author in your sentence,** put both the name and page numbers in parentheses at the end of the sentence.

> ***Example*:** Tess' character is often described as … (Johnson 189-94).

**Quoted material in your text:** Enclose quotations of less than four lines in double quotation marks.

> ***Example*:** Johnson describes Tess as "a wonder of the real world" (294).

## Guidelines for writing a Works Cited section:

- Place the words **Works Cited** in the center of the first page of this section, an inch from the top.
- Double-space all lines. (***Note:*** *To save space, the examples on the back of this tip sheet are not double spaced.)*
- Begin the first line of all entries at the left margin and indent all subsequent lines ½ inch.

- Alphabetize the list by the last names of authors. If no author is given, alphabetize by title. Ignore articles (*A, An*, and *The).*
- Include the author's name as it appears in the publication you are citing. For example, while you would probably list the author of *The Waste Land* as Eliot, T.S., you would list the author of *Beloved* as Morrison, Toni.
- Shorten publisher's names. You can find a list of appropriate abbreviations listed in the MLA handbook.
- As of MLA 8th ed., you no longer include the city where something was published.

# Examples of how to list selected materials:

## Books

Books typically include the relevant information in this order:

> Author. "Article Title." *Book Title*. Editor.  Edition. City: Publisher, Year. Page numbers.

### Book with one author:

> Clark, Irene. L. *Writing in the Center: Teaching in a Writing Center Setting*. Kendall/Hunt, 1998.

> Moncrieff, A.R. *Myths and Legends of Ancient Greece*. 1995.

### Book with two or three authors:

> Broadhead, Glenn J., and Richard C. Freed. *The Variables of Composition: Process and Product in a Business Setting.* UP, 1986.

### Article in an encyclopedia:

> "International Working-class Movement." *Great Soviet Encyclopedia*. Ed. A.M. Prokhorov. 31 vols. McMillan, 1977.

### Article or chapter in a book:

> Hartwell, Patrick. "Grammar, Grammars, and the Teaching of Grammar." *A Sourcebook for Basic Writing Teachers*. Ed. Theresa Enos. 2nd ed. McGraw-Hill, 1987. 348-372.

## Periodicals

Periodicals typically include the relevant/available information in this order:

Author. "Article Title." *Periodical Title* Volume Number. Issue Number (Year): pages. (For daily or weekly publications, use exact dates instead of volume/issue/year.)

**Journal article, with continuous pagination:**

Elbow, Peter. "Ranking, Evaluating, and Liking: Sorting out Three Forms of Judgment." *College  English* vol. 55 (1993): 187-206.

**Journal article, paginated by issue (i.e. includes both volume and issue numbers):**

White, John R. "The Way to Use APA: Insider's Guide." *Writing Center Market* vol.12.3 (1999): 21- 23.

**Magazine article:**

Himes, Geoffrey. "Back in the Saddle." *Rolling Stone* vol. 18 Apr. 1996: 34-36. Print.

**Newspaper article:**

Smith, James. "The APA Recovery Guide." *Chronicle of Higher Education* 10 Mar. 1999: B2. Print.

**Websites:**

Websites typically include as much of the following information as possible in this order:

Author (might be an organization). "Article Title." *Title of Website*. Names of any editors. Website publisher or n.p. Date of publication, page number or n. pag. Date of access. (Add URL if the site will be difficult to find without it.)

**Professional site:**

Eaves, Morris, Robert Essick, and Joseph Viscomi, eds. *The William Blake Archive*. Lib. Of Cong., 28 Sept. 2007. 20 Nov. 2007.

**Scholarly journal:**

Landauer, Michelle. "Images of Virtue: Reading, Reformation and the Visualization of Culture in Rousseau's *La nouvelle Héloïse*." *Romanticism on the Net* vol. 46 (2007): n. pag. 8 Nov. 2007.

**Online Database:**

Evangelista, Stefano. Rev. of *Victorian and Edwardian Responses to the Italian Renaissance*, ed. John E. Law and Lene Østermark-Johansen. *Victorian Studies* vol. 46.4 (2006): 729-31. *Academic Search Premier.* 12 Mar. 2007.