MLA Documentation 7th Edition

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**Note Well: This is an abbreviated version of MLA Documentation. Refer to the MLA Handbook For Writers of Research Papers, Seventh Edition (in LAC or at Ref LB 2369.G53 Second Floor Blume Library) for complete information concerning references not covered here.**

Creating a Works Cited Page

General Guidelines:
- Double-space entire list, both between and within entries on the Works Cited Page.
- Entries must be alphabetized by author or, if there is no author, by title.
- Use reverse indentation (hanging indent) for all entries.

**Hanging Indent (Reverse Indentation):** Click on Page Layout, click lower right arrow in Paragraph box, under Special select Hanging.
- Do not number the entries.
- Use the shortened version of the publisher's name.
- Use three hyphens and a period (---.) when citing two or more works issued by the same author, government entity, or named editor, in place of the name.
  - n.p. = no place and/or publisher
  - n.d. = no date of publication given
  - n.pag. = no pagination given

Citing Web Publications
- Remember that information on the Internet might be removed or moved to another site when you try to find it later.
- Refer to a printed source, if available. Many Internet sources originated from print sources.
- Find out from your professor which style format s/he prefers. The most commonly used styles at St. Mary's University are MLA (Modern Language Association) and APA (American Psychological Association).

*Disclaimer: There is not complete agreement among the guides presently available in citing electronic sources. These examples are simply provided as a guideline. Whichever format you follow, make sure that you are consistent throughout your work.*

Basic Format for Electronic Sources
The following elements should be listed in the numerical order in which they appear. If an element is not applicable, proceed directly to the next element, and continue to the final element of the citation:
1. Name of the author, editor, narrator, performer, or translator of the work.
2. Title of the work (italicized if the work is independent; in roman type and quotation marks if the work is part of a larger work).
3. Title of the overall Web site (italicized), if distinct from item 2.
4. Version or edition used (if applicable).
5. Publisher or sponsor of the site; if not available use n.p. (italicized).
6. Date of publication (day, month, and year, as available); if nothing is available, use n.d.
7. Medium of publication (Web).
8. Date of access (day, month, and year).
Basic Format for Non-Periodical Print Publications (Books and Pamphlets)
For most books, arrange the information into three units (Name, Title, Publisher), each followed by a period:
1. **Name** of the author, editor, narrator, or translator of the work
2. **Title** of the work (italicized if the work is independent; in roman type and quotation marks if the work is part of a larger work)
3. **Edition**
4. **Number** of volumes
5. **Publisher**: city of publication, name of publisher (short version), year. If not available use *n.p.* (italicized)
6. **Date** of publication (day, month, and year, as available); if nothing is available, use *n.d.*
7. **Medium** of publication (*Print*)
8. **Date** of access (day, month, and year)
This information is taken from the title page of the book and the reverse side of the title page (the copyright page).

Basic Format for Periodical Print Publications (Newspapers, Magazines, Journals)
1. **Name** of the author(s); corporate author, or anonymous author
2. **Title** of the work (in quotation marks)
3. **Name of periodical** (italicized)
4. **Series** number or name
5. **Volume number; issue** number if available
6. **Date** of publication (day, month, and year, as available)
7. **Page numbers**
8. **Medium** of publication (*Print*)

Works Cited

Examples Electronic Sources

Library Subscription Databases:


Abstract from a Subscription Database:


Online Book:


**Periodical Publication on CD-ROM:**


**Non-Periodical Publication on CD-ROM:**


**Web Site:**


**Online Scholarly Project or Reference Database:**


**Online Posting:**


**E-Mail:**


**Electronic Journal Article:**


**Legal Cases:**


**Books**

**Sacred Text:**


**A Book by a Single Author or Editor:**


**A Book by an Agency or Corporation:**


**A Book by Two or Three Authors or Editors:**


**A Book by More than Three Authors or Editors:**


**A Book by an Unknown Author (Anonymous):**


**An Edition Prepared by a Named Editor:**


**Short Works Collected in Larger Works (Anthology):**


**Translation of a Work:**


**An Introduction, Preface, Foreword, or Afterword:**

Articles

An Article in a Reference Book:

An Article in a Biblical Dictionary:
*Note: In specialized reference works where entries are attributed to authors, then follow the more complete format as follows: Author/Editor. Title. Volume #. City: Publisher, Year. page #s. # of volumes. See Anthology entry.*

An Article in a Journal with Continuous Annual Pagination:

An Article in a Journal that Paginates Each Issue Separately:

An Article from a Daily Newspaper:

An Article in a Magazine or Journal:

Other Sources

Government Publication:


Sound Recording:
Film or Video Recording:


Interviews:

Franklin, Anna. Personal interview. 3 Sept. 1993.

Lecture:


Documentation within the Text

Author’s Name in the Text:

It may be true, as Robertson writes, "in the appreciation of medieval art the attitude of the observer is of primary importance" (136).

Author’s Name in Reference:

It is "in the appreciation of medieval art the attitude of the observer is of primary importance" (Robertson 136).

Documenting a Long Quote: (Four or more lines of typewritten text)

R.N. Stromberg offers his observation on European philosophical dynamism:

The great philosophers of the Middle Ages, long since rescued from the prejudices against them and the charges that they were trivial or obscure—men like Anselm and Aquinas—labored to assimilate Greek philosophy into Christianity, to plant in barbarian Europe the rational outlook, seeking to shape one great tradition out of the Greeks, Romans, and Christian Fathers. (6)

Documenting a Paraphrase:

A study at Bellevue Hospital in New York City of 102 teenagers who attempted suicide showed that only one third of them lived with both parents (Fuchs 74).

Documenting a Source without Named Author or Pagination:

Artistic renderings are displayed as didgeridoo music plays in the video "Australian Aboriginal Music: Song with Didgeridoo."

Documenting a Quote from a Bible:

The first time you make a citation from the Bible, state in the text of your paper the chapter and the verse of the book of the Bible you are quoting, along with the name and the version of the Bible you are using. For example: "In Luke 12.27 in the Oxford Annotated Bible, Revised Standard Edition, it says . . ."

From that point on, you can simply refer to the book, chapter, and verse you are quoting. For example: "And when Jesus finished these sayings, the crowds were astonished at his teaching, for he taught them as one who had authority, and not as their scribes" (Matthew 7.28-29).
For Further Information

**MLA**


**Chicago Style**


**Other**


You may print this document from:
http://library.stmarytx.edu/acadlib/subject/misc/MLA 7 Style.pdf

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