

## MLA 8th ed. Works Cited Template Guidelines

Use these rules and examples to construct MLA citations with the 8<sup>th</sup> edition Template. Leave out any information you don't have. For more guidance, Ask-A-Librarian or see the MLA Handbook 8<sup>th</sup> edition. (Last Updated 1/02/17)

### 1. Author. *Who (person or group) is responsible for creating the work?* (pp. 21-25; 61-66; 102-105)

Authors	Rule	Examples
<b>No Author</b>	If no author given, skip the author and start with the title of source.	
<b>1 Author</b>	Last Name, First Name.	Smith, John.
<b>2 Authors</b>	Last Name, First Name, and First Name Last Name.	Smith, John, and Mary Fields.
<b>3+ Authors</b>	Last Name, First Name of First Author, et al.	Smith, John, et al.
<b>Association or Company</b>	Use the name of the association or company as the author. If a work is written and published by an organization, list the organization as publisher only.	American Cancer Society.
<b>Pseudonyms</b>	Use pseudonyms and online usernames like regular author names.	@jsmith.
<b>Editor or other role</b>	If the role of that person or group is something other than creating the work's main content (as the author), follow the name with a label that describes the role. Only do this in the author field if it is important to highlight this person; otherwise use the Other Contributors field.	Nunberg, Geoffrey, editor.

### 2. Title of Source. *What is the title of the source you are citing?* (pp. 25-29; 67-75; 105-106)

Source	Rule: Italics or "quotation marks"	Example
<b>Entire Book</b>	<i>Italicize</i> self-contained works	<i>The Awakening.</i>
<b>Collection of Essays</b>	<i>Italicize</i> self-contained works	<i>The Norton Introduction to Literature,</i>
<b>Essay, story, or poem</b>	Contained in a larger work (book, website, etc.); use "quotation marks"	"The Cultural Consequences of Printing."
<b>Play</b>	<i>Italicize</i> plays even if they are in a larger work.	<i>Romeo and Juliet.</i>
<b>Article from Journal, Magazine, or Newspaper</b>	Contained in a larger work (journal) use "quotation marks"	"Literary History and Sociology."
<b>Entire Journal, Magazine, or Newspaper</b>	<i>Italicize</i> self-contained works	<i>The Georgia Review.</i>
<b>Entire Website</b>	<i>Italicize</i> self-contained works	<i>WebMD.</i>
<b>Website Article</b>	Contained in a larger work (website) use "quotation marks"	"Free Will."
<b>Song</b>	Contained in a larger work (album) use "quotation marks"	"Pretty Hurts."

#### **Should I use italics or "quotation marks"?**

- *Italicize* the title of sources that are self-contained and independent such as entire books, journals, or websites.
- Use "quotation marks" for titles of sources that are contained inside those larger works: book chapters, journal articles.
- **Note:** Plays and novels are always italicized even if they are contained within a larger work.

#### **Should I place a comma or period after the title?**

- If the source is contained in a larger work, put the title in "quotation marks" and place a period (.) after the title. Then, *italicize* the title of the larger work and place a comma (,) after: "Essay in Book." *Book Title,*
- If the source is not contained in a larger work, *italicize* the title and place a period (.) after: *Book Title.*

### 3. Title of Container, *Is the source part of a larger source? If so, use the larger source as the container.* (30-36; 68-70)

- If your source is not part of a larger source, then skip this field (i.e. an entire print book is not part of a larger work).
- *Italicize* the title of containers and place a comma (,) after.
- If your source is part of two separate containers, include both in your citation (use container 1 and 2 on the template). Examples of two containers: an article contained in a journal [container 1] contained in a database [container2]; or a chapter is contained in a book [container 1] which is contained in Google Books [container 2].

Source	Example
<b>Journal, magazine, newspaper</b> (holds articles)	<i>Journal of History,</i>
<b>Book</b> (that is a collection of essays, stories, etc.)	<i>Short Stories for Students,</i>
<b>Website</b> (contains articles, posts, videos etc.)	<i>CNN, YouTube, Forbes Online,</i>
<b>Database</b> (usually container 2, contains journals, etc.)	<i>Gale Power Search</i>

#### 4. Other Contributors, *Are other people listed as contributors? (editor, director, illustrator etc.)* (pp. 37-38; 106)

- Capitalize all proper nouns; lowercase descriptive terms (edited, revised, volume, etc.) except when following a period.

Contributor	Rule	Example
Editor	For reference works, include name of editor.	edited by John K. Reeves,
Audiovisual Roles	For audiovisual works, include relevant contributors such the director, performers, etc.	directed by Stephen Spielberg, performance by Sarah Michelle Gellar,
Other roles	Include a description for any other relevant roles	illustrated by ..., translated by ...,

#### 5. Version (or Edition), *What is the version or edition?* (pp. 38-39; 107-109)

- Capitalize all proper nouns; lowercase descriptive terms (edited, revised, volume, etc.) except when following a period.

Version	Example
Edition	2nd ed., 3rd ed., revised ed., expanded ed., etc.
Version	unabridged version, director's cut, Authorized King James Version

#### 6. Number, *What is the volume number and/or issue number?* (pp. 39-40)

Source	Rule	Example
Books	If part of a multivolume set, include the vol. # used	<i>Short Stories For Students</i> , vol. 3,
Periodicals	Include volume and issue number (if listed)	<i>Georgia Review</i> , vol. 64, no. 1,

#### 7. Publisher, *Who produced the source? Name of the organization.* (pp. 40-42; 107; 96-97)

- Publisher Names: Drop business words like Company, Limited, Corporation, etc. Abbreviate University Press as UP. Otherwise, write the publisher's name in full as it appears.

Source	Rule
Periodicals	Do not list a publisher for periodicals (journals, magazines, newspapers).
Websites	If a website's publisher is essentially the same as its title (i.e. YouTube is published by YouTube), skip the publisher.

#### 8. Publication date, *When was the source was published?* (pp. 42-46; 95; 179)

- Give the full date whenever available (day, month, and year). Always give the most specific date possible.
- Abbreviate months except May, June, July (Jan. Feb. Mar. Apr. Aug. Sep. Oct. Nov. Dec.)

Date	Rule
No Date	If no date, omit date. However, if source is online, include the access date at the end of the citation after the Location field: Accessed 23 July 2015.
Full Date	Give the full date whenever available (day, month, and year). Always give the most specific date possible. Format the date as follows: Day Month Year (i.e. 16 Aug. 2016).
Seasonal Date	Usually with periodicals; include the season: Spring 2014
Multiple dates	When a source carries more than one date, cite the date that is most relevant to your purpose. For books, usually you want the most recent copyright date; unless, you discuss the history around its original publishing.

#### 9. Location. *Where is the source located? (page number, URL etc.)* (pp. 46-50; 110)

Source	Rule
Sources with Page Numbers (print or electronic)	Cite the page range for the source -- the entire article or entire chapter you're using. If the source is only one page: p. 5. If the source is multiple pages: pp. 10-17. If the source is printed on nonconsecutive pages: pp. 53+.
Websites	Cite the URL (Web Address) for your source, unless your instructor doesn't want it. Try to use a permalink or stable URL if possible. Do not include: http://. Only list: www.forbes.com
Online Article with DOI	Always use the DOI (Digital Object Identifier) instead of a URL if available: doi:10.1037/rmh0000008 If article has both page numbers and DOI, use both (separated by a comma).
Physical Location	For physical locations (such as a work of art in a museum or a live speech or concert viewed in person), give the name of the place and its city (but omit the city if it's included in the place name). Only use this if you were actually at the location in person; not for digital reproductions. Spartanburg Memorial Auditorium. (city not listed after because it's in the name of the venue) Museum of Modern Art, New York. (city listed after)

