Citing Sources – MLA Style

### To avoid plagiarism, you must give credit whenever you use

* another person’s **idea**, **opinion**, or **theory**;
* any **facts**, **statistics**, **graphs**, **drawings**—any pieces of information—that are not common knowledge;
* **quotations** of another person’s actual **spoken** or **written** words; or
* **paraphrase** of another person’s **spoken** or **written** words.

### Strategies for Avoiding Plagiarism

**Quotation**: Using someone’s words

1. **What to Do:** Put in **“quotations”** everything that is **directly said or written**.

**Paraphrase**: Using someone’s ideas, but putting them in your own words

1. **What to Do:** Explain someone’s idea **in your own words**, but be sure you are not just rearranging or replacing a few words.
   1. Instead, read over what you want to paraphrase carefully; cover up the text with your hand, or close the text so you can’t see any of it (and so aren’t tempted to use the text as a “guide”). Write out the idea in your own words without peeking.
   2. **Check your paraphrase** against the original text to be sure you have not accidentally used the same phrases or words, and that the information is accurate.

**Rules for your Works Cited Page**

* *(Reference this when creating your document)*
* Title your page “Works Cited”
* It needs and MLA heading, header, to be in Times New Roman, 12pt. font, and be double spaced.
* The first line of each citation should start at the left margin of the page, but each following line should be indented ½ inch. This is called a “hanging indent”. Achieve this by going to the beginning of your second line, pressing “Enter”, and then press “Tab” once.
* Sources must be listed alphabetically by the first word in each citation (usually the author’s last name or the beginning word of a title)

**Creating a ‘Works Cited’ Page**

The format for a Works Cited page is very specific. There are certain rules that must be followed for different source citations. Below is a list of examples. You can find more on the Purdue Owl website for MLA citation.

Basic MLA Format (for a book)

Author’s last name, Author’s first name or initial. *Title of Book (in italics)*. City of publication:

Publisher, Copyright year.

Example:

Stoker, Bram. *Dracula.* Oxford: Oxford University Press, 1996.

Basic MLA Format (for a website)

Editor, author, or compiler name (if available). Name of Site (in italics). Name of organization

affiliated with the site (sponsor or publisher), date of resource creation (if available,

typically at the bottom of the page), URL (not http://). Date you accessed website.

**Example without an editor/author:**

The Purdue OWL Family of Sites. The Writing Lab and OWL at Purdue and Purdue U, 2008,

owl.english.purdue.edu/owl. Accessed 23 Apr. 2008.

**Example with an editor/author:**

Felluga, Dino. *Guide to Literary and Critical Theory*. Purdue U, 28 Nov. 2003,

www.cla.purdue.edu/english/theory/. Accessed 10 May 2006.

Basic MLA Format (for a picture online)

The name of the artist (username is acceptable). “the title of the work.” (in quotations) then

follow the citation format for a website, starting with the name of the site (above)

**Example:**

Adams, Clifton R. “People relax beside a swimming pool at a country estate near Phoenix,

Arizona, 1928.” Found, National Geographic Creative, 2 June 2016,

natgeofound.tumblr.com/.

**Basic MLA Format (for an interview)**

The name of the interviewee. The descriptor (Personal interview). and the date of the interview.

**Example:**

Smith, Jane. Personal interview. 19 May 2014.

**Basic MLA Format (for a local newspaper article PRINTED)**

The name of the article's author. The title of the article in quotations marks. *The title of the*

*newspaper* (in *italics*) [the name of the city the newspaper is published in], the date the

newspaper was published (abbreviate the month), The page you can find the article on.

**Example:**

Behre, Robert. "Presidential Hopefuls Get Final Crack at Core of S.C. Democrats." Post and

Courier[Charleston, SC],29 Apr. 2007, p. A11.

**Basic MLA Format (for a newspaper article ONLINE)**

Provide the author name, article name in quotation marks, title of the web magazine in italics,

publisher name, publication date, URL, and the date of access.

**Example:**

Bernstein, Mark. "10 Tips on Writing the Living Web." A List Apart: For People Who Make

Websites, 16 Aug. 2002, alistapart.com/article/writeliving. Accessed 4 May 2009.

**Basic MLA Format (for a review of the organization/business ONLINE)**

The name of the reviewer (usernames are acceptable). “The title of the review” (in quotes, if

available). The phrase, “Review of” and provide the title of the business (in italics),

Name of Website where review was found (in italics). Name of organization affiliated

with the site (sponsor or publisher), date of resource creation (if available, typically in the

review), URL (not http://). Date you accessed website.

R, Maribel. Review of Apple Junction Smokehouse, *Yelp*, Yelp Inc, 2 April 2017, www.yelp.com

/biz/apple-junction-smokehouse-sebastopol-2?hrid=0XMOEw4xrxU6Nob107wGA&utm

\_campaign=www\_review\_share\_popup&utm\_medium=copy\_link&utm\_source=(direct).

3 May 2017.

Example of a Final Works Cited Page:

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Works Cited

"10 Tips on Writing the Living Web." A List Apart: For People Who Make Websites, 16 Aug.

2002, alistapart.com/article/writeliving. Accessed 4 May 2009.

Behre, Robert. "Presidential Hopefuls Get Final Crack at Core of S.C. Democrats." Post and

Courier[Charleston, SC],29 Apr. 2007, p. A11.

R, Maribel. Review of Apple Junction Smokehouse, *Yelp*, Yelp Inc, 2 April 2017, www.yelp.com

/biz/apple-junction-smokehouse-sebastopol-2?hrid=0XMOEw4xrxU6Nob107wGA&utm

\_campaign=www\_review\_share\_popup&utm\_medium=copy\_link&utm\_source=(direct).

3 May 2017.

Smith, Jane. Personal interview. 19 May 2014.

Stoker, Bram. *Dracula.* Oxford: Oxford University Press, 1996.

The Purdue OWL Family of Sites. The Writing Lab and OWL at Purdue and Purdue U, 2008,

owl.english.purdue.edu/owl. Accessed 23 Apr. 2008.

Citing Sources Parenthetically in Your Presentation

Whenever you cite (quotations or paraphrasing), you need to use a citation in parentheses, at the end of your words (or theirs) that lets your reader know where they can find the information in your Works Cited.

The most important thing to remember when citing is that you need to reference the **first piece of information appearing in your Works Cited citation**. It will either be an author’s name, a title of a website, or the title of an article. However it looks in the Works Cited is how it should appear in your presentation.

Use the table below to learn how to format various types of MLA reference tags.

|  |  |
| --- | --- |
| **Type of citation** | **Example** |
| **In Text: Using the Author or Interviewee’s name** | Magny explained that, “We wanted to open a store in a small community.” |
| **Parentheses: Using the Author or Interviewee’s name** | A small community was ideal for this store. (Magny). |
| **In Text: Two sources cited** | Dabundo and Fitzgerald are two of the many employees who have been frustrated with their wages. |
| **Parentheses: Two sources cited** | Many employees have been frustrated with their wages. (Dabundo; Fitzgerald). |
| **In Text: Electronic source that does not have author, but has a title** | As explained in the article “Working in Nuclear Power”, The semiconductor workplace is highly toxic. |
| **Parentheses: Electronic source that does not have author, but has a title** | The semiconductor workplace is highly toxic (“Working in Nuclear Power”). |
| **In Text: Electronic source that does not have author, or title** | On the *Press Democrat*, it was noted that the semiconductor workplace is highly toxic. |
| **Parentheses: Electronic source that does not have author, or title** | The semiconductor workplace is highly toxic (*Press Democrat*). |