YOUR GUIDE

TO

BIBLIOGRAPHIC CITATION:

M L A CITATION STYLE

8th Edition, 2016

Please Note:

This handout is based on the *MLA Handbook*, 8th edition, 2016.

While Library staff have made every effort to avoid errors in this document, students are strongly encouraged to verify this information with the *MLA Handbook* or with the course professor.

Partial List of Changes in the *MLA Handbook,* 8th Edition:

For more detailed information, see the *MLA Handbook*, 8th edition (2016), available in the Library, call number LB2369 .M53 2016. The page numbers at the end of each entry refer back to related pages in the *MLA Handbook*.

- Introduction of 'core elements' list that can be applied to any type of resource, making citing more flexible for different source types (*MLA Handbook* 3-4, 20)

- Concept of 'containers' e.g. a journal article from a Library database is thought of as an article contained within a journal which is itself contained within the larger database (*MLA Handbook* 30-36)

- No longer necessary to include 'Print' or 'Web' designation

- Omit place of publication for most resources (*MLA Handbook* 51)

- Three or more authors or editors are indicated using 'et al', meaning 'and others' (*MLA Handbook* 22-23)

- Spell out in full words like 'editor' or 'translator' rather than using an abbreviation (*MLA Handbook* 23)

- May use pseudonyms for authors' names in the case of blog posts and online names (*MLA Handbook* 24)

- Use 'vol.' and 'no.' to indicate a journal's volume and issue numbers (*MLA Handbook* 39-40)

- Include a DOI or permanent link to an online article if possible, omitting the 'http://' if including a URL (*MLA Handbook* 48, 110)

- Inclusion of URLs in the Works Cited list is recommended unless your professor indicates otherwise (*MLA Handbook* 48, 110)

- Including an access date for online resources is not absolutely required, but can be very helpful as resources may change over time (*MLA Handbook* 53)

- No longer use placeholders such as 'n.d.' for missing information. If the missing facts can be found in a reliable source elsewhere, indicate that in the proper location in the citation in square brackets. Otherwise, simply omit the information. (*MLA Handbook* 111)

- For titles of periodicals (newspapers, magazines, journals) that begin with *A, An, The*, etc., that element is now treated as part of the periodical title and is italicized and capitalized (e.g. *The Georgia Review)* (*MLA Handbook* 30,32)

Avoiding Plagiarism

When writing a research paper, lab report or any other type of academic assignment, you will likely use resources such as books, articles and websites written by other people to support your argument. However, when using someone else's information, you must indicate where that information came from (credit must be given where credit is due). If you fail to acknowledge your sources, you are guilty of plagiarism. Plagiarism is a serious offence which may lead to lost marks or a failing grade.

There are numerous formats for providing credit (also known as bibliographic citation) to other sources within your research paper. This handout will provide a brief summary of the MLA (Modern Language Association) bibliographic style guidelines as outlined in the *MLA Handbook*, 8th edition, 2016, found in the Library at LB 2369 .M53 2016 in the reference and circulation sections.

PLEASE CHECK WITH YOUR INSTRUCTOR FOR ANY ADDITIONAL REQUIREMENTS THAT MAY DIFFER FROM THOSE OUTLINED BY THE MLA.

When to cite

It is important to understand when to cite to avoid plagiarism. A source must be cited or acknowledged within your paper when you:

- • quote material verbatim (word for word)
- • reword or paraphrase information
- • include statistics or findings from a survey or study
- • incorporate facts, ideas or opinions that are not common knowledge

Listed below are a few examples to illustrate when citations are required. MLA generally uses the author's surname and page number to cite information within the body of the essay. Full details about your sources appear at the end of the essay in the Works Cited section.

Assume that you have been given an assignment on business expansion. You decide to use an article by Alexsandra Sagan, called "Tim Hortons is Looking to Extend Reign into Spain" which appeared in the Toronto Star on August 3rd, 2017, on pages B1 and B6.

Here a paragraph taken directly from the above-mentioned article:

> They were down 0.8 per cent from a year ago, driven by falling sales in Canada
> of baked good and lunch items, a sign that the Tim Hortons brand may be losing
> its appeal in the country where it was made famous.

Citation is required if you were to use a direct quote from this source in your paper, as in the example below. The author's last name and the page number of the article appear directly after the quote.

> Despite the move to expand into Spain, Tim Horton's sales "were down 0.8 per cent from a year
>
> ago, driven by falling sales in Canada" (Sagan B6).

Paraphrasing or rewording the passage does not make it your own. Acknowledgement or citing is still

required, as in the following example:

> Despite the move to expand into Spain, Tim Horton's sales in Canada dropped slightly over the
>
> last twelve months (Sagan B6).

Similarly, when you summarize content for your readers of a book, article, website, etc., you must still cite your source.

Note: it is not necessary to cite information that is widely known by your audience – for example: "milk is a good source of calcium" or "water freezes at zero degrees Celsius".

What to cite

Although the previous examples were taken from a newspaper article, proper citation applies to all types of formats (print or electronic) including books, journals, newspapers, works by associations or corporations, encyclopedias, dictionaries, technical reports, videos, websites, blogs, interviews, etc.

With so much concern over plagiarism, students often complain that their essays will simply be a string of cited lines and paragraphs. However, it is how you interpret the information from various sources and bring it together, that is uniquely yours. No other individual will come up with quite the same combination.

If you are in doubt if a citation is required, it is usually better to cite than not.

The examples listed in the following pages of this document are guidelines only. For complete information and an exhaustive list of examples please consult the *MLA Handbook*, 8th edition, 2016, found in the Library at LB 2369 .M53 2016 in both the reference and circulation sections.

The MLA Style Center (style.mla.org) lists additional information and examples, sample papers and a practice template of core elements.

The MLA 'What's New in the 8th Edition' webpage provides additional information (www.mla.org/MLA-Style/What-s-New-in-the-Eighth-Edition).

PLEASE CHECK WITH YOUR INSTRUCTOR FOR ANY ADDITIONAL REQUIREMENTS THAT MAY DIFFER FROM THOSE OUTLINED BY THE MLA.

Modern Language Association (MLA) Style: In-text Citations and Works Cited List

Information from other sources must be acknowledged within the body of the text (in-text or parenthetical citations) and at the end of the paper (in a Works Cited list). It is important that all references cited within the text appear in the Works Cited list, and vice versa.

In-Text or Parenthetical Citations [*MLA Handbook* 116-126]

In the body of your essay, acknowledge your cited material with the author's name (or shortened title if there is no author) and the page number (if available) where the information was found. This will allow the reader to find the complete source listed in your Works Cited list at the end of your paper. The Works Cited List (also known as a bibliography) will provide enough information to identify or locate each source.

The surname of the author (or shortened title if there is no author) and the page reference are inserted in the text at the appropriate point, usually in a natural pause in the sentence as close as possible to the cited information (e.g. at a comma, after a quotation, or at the end of the sentence). For example:

Most new research builds on past work done by others (Gibaldi 142).

If the author's name is already mentioned in the text, only the page number is required in the citation, as in the example below:

Gibaldi notes that most new research builds on past work done by others (142).

Either format is acceptable, although the second example may be easier to read as it is less fragmented. In the majority of the examples listed in the following sections, the in-text citations are shown as if the author's name was not used in the sentence.

If you wish to include two or more works in a single reference, separate them using semi-colons. If multiple pages are being referred to, indicate the range in the brackets [*MLA Handbook* 126], as in the example below:

(Sly and Mason 105-6; Wilson 456)

Where there is no pagination or when referring to the overall contents of a work, it is preferable to include the author in the text of the essay and not in a parenthetical reference if possible.

Using Quotations [*MLA Handbook* 75-77]

If you quote from or refer to material where the author and the page number are known, include the surname and the page number in parentheses after the relevant section. If your quote is less than five lines integrate it into the body of your paper with the proper use of quotation marks.

Laughter is a gift and "the most significant characteristic of the human mind" (deBono 55).

If your quote is five lines or longer make sure that it stands out within the body of your paper. Indent the quotation 2.5 cm. from the left margin and double-space it. Note that the page reference is outside of the punctuation.

> Especially if you are pressed for time, it is so easy to fall into the trap of passing off another's
>
> work as your own. You need to remember that:
>
>> Plagiarism is theft. Plagiarism is copying. Plagiarism is the failure to acknowledge
>>
>> borrowed material. Plagiarism is illegal, immoral and punishable (usually by failure,
>>
>> in some colleges by expulsion and in the business world by legal action). It is not
>>
>> plagiarism to present other people's ideas in your essay; it is plagiarism to present
>>
>> other people's ideas as your own. (Coggins 32)

Repeated Use of Sources [*MLA Handbook* 124-126]

If you cite a work more than once within a single paragraph, one after the other, you may give a single in-text reference after the last instance in the paragraph. If applicable, include multiple page numbers as part of the citation.

> Especially if you are pressed for time, it is so easy to fall into the trap of passing off another's
>
> work as your own. You need to remember "plagiarism is the failure to acknowledge
>
> borrowed material". It is fine to use other people's ideas in your work, but it is "plagiarism to
>
> present other people's ideas as your own" (Coggins 30, 32).

If multiple page numbers are used, you could also format the text so that the first in-text reference includes the author's last name and page number, and subsequent uses of that same work in the paragraph just list the page number (only if there are no other authors listed in between).

> Remember that "plagiarism is the failure to acknowledge borrowed material" (Coggins 30).
>
> Writing research papers usually involves looking at other authors' works and summarizing for
>
> your own purpose. It is fine to use other people's ideas in your work, but it is "plagiarism to
>
> present other people's ideas as your own" (32).

Another option is to refer to the work in the body of the text and just list page numbers throughout the paragraph.

> According to the study by Coggins, plagiarism is theft (30). Presenting someone else's ideas as
>
> your own is wrong (32).

Works Cited List and Core Elements [*MLA Handbook* 20, 111-116]

A sample Works Cited list, using the proper spacing and format, has been included at the end of this resource.

The list of works cited should start on a new page, continuing the page numbers of the text (e.g. if the text of your paper ends on page 8, the works cited list begins on page 9). The words Works Cited should be centered at the top of the page. All entries should be double-spaced. MLA uses a hanging-indent format – the first line of each entry is flush left and subsequent lines are indented 5-7 spaces or one tab. Entries should be arranged alphabetically by author's surname or name of a corporate body. If there is no author, alphabetize the entry in the list by its title (ignoring an initial *A, An* or *The*).

To create the Works Cited entries, MLA has created a set of universal guidelines based on the facts common to most publication forms (title, author, etc.). When creating a citation, rather than focus on the *format or medium* of the resource being used, the writer would examine the resource being used and pull out the necessary information or <u>core elements</u> following the general guidelines. The **<u>core elements</u>** (in bold) and a number of examples are listed in the table below:

1	**Author.**	e.g. personal author(s), editor(s), corporate author, director
2	**Title of source.**	e.g. book title, article title, chapter title, title of TV episode
3	**Title of container,**	e.g. book title, journal/magazine/newspaper title, title of TV series
4	**Other contributors,**	e.g. translators, performers
5	**Version,**	e.g. edition, abridged/unabridged
6	**Number,**	e.g. volume and issue numbers, season and episode numbers
7	**Publisher,**	e.g. publisher, university press, organization, government
8	**Publication date,**	e.g. use the most pertinent date; full dates in this format: 8 Sept. 2016
9	**Location.**	e.g. page number(s), web address, DOI, stable URL, time on a recording

Each core element is followed by the punctuation mark as shown in bold in the chart, unless it is the final element in the citation which should end with a period. If an element is not relevant to the work being documented, then it is omitted. For example, if citing an entire book then you might just use elements 1, 2, 7 and 8 (or author, title of source, publisher and publication date).

The idea of c*ontainer*, core element #3, is new to the 8th edition. When the source being documented is part of a larger resource, the larger resource is thought of as the *container*. For example:

- Chapter of a book = the book is the container
- Article = the larger journal/magazine/newspaper is the container
- Section of a website = larger website is the container
- Television episode watched on Netflix = Netflix is the container

It is possible to have more than one container e.g. an article in a journal that is accessed through a database of journals, such as EBSCOhost's Academic Search Premier or Scholars Portal. In this case, add core elements #3-9 at the end of the entry [*MLA Handbook* 31].

Do not include 'Print' or 'Web' designation as you were required to do in earlier versions of MLA.

Specific Resource Examples

Page references to the *MLA Handbook*, 8ᵗʰ edition, are listed in square brackets wherever relevant. Multiple page numbers may be listed as information related to a specific type of resource may be found in more than one location.

It is impossible to list all possible resource types and variations. The idea behind the 8th edition of the *MLA Handbook* is that you can apply the idea of core concepts to any resource using general principles. See the *Handbook* for more information.

Missing Information [*MLA Handbook* 111]

Most resources should list all of the relevant information, but you may find that a website, newspaper article, etc., is missing a piece of information like an author or a publication date. Do not use a place holder like n.d. or 'no date' as used in previous MLA editions. If the missing facts can be found in a reliable source elsewhere, indicate that in the proper location in the citation in square brackets. Otherwise, simply omit the information.

Book – Works Cited general format [*MLA Handbook* 21, 40-41, 97, 107-109]

> Author last name, first name. *Title of Book*. Publisher, year.

Give the author's name as it appears on the title page (e.g. if first names are provided, list them; if only the author's initials are given, just use the initials). Italicize the title and any subtitles. Publishers' names should be listed abbreviated as much as possible e.g. omit articles (a, an, the), business abbreviations (Co., Corp., Inc., Ltd.) and descriptive words (Books, House, Press, Publishers). When listing academic presses, replace University with U and Press with P.

Book – online ebook [*MLA Handbook* 34, 48, 53, 56, 110]

Cite an electronic book or ebook using the same general format as a print book with some additional elements listed after the publication year (see the core elements table on page 6). Follow the various print book examples listed in this document and simply add in the specific ebook information as indicated in this section.

An ebook is often from a larger database or website collection which should be listed in the citation. MLA no longer requires you to include the date that you access electronic resources if they are from a 'reliable, stable source'; however, you can include it if you think it will help your reader.

The URL of the resource and access date should also be included [*MLA Handbook* 48, 53, 110]. Remove the URL's hyperlink and omit *http://* or *https://.*

> Author. *Title of Book.* Publisher, year. *Larger container, database or website,* URL. Access date.

Electronic book from a Library subscription service:

Works Cited: Kan, Sergei, et al. *New Perspectives on Native North America: Cultures, History*

and Representations. U of Nebraska P, 2006. *EBSCO ebooks,*

uproxy.library.dc-uoit.ca/login?url=http:// search.ebscohost.com/

login.aspx?direct=true&db=nlebk&AN=145209&scope=site. Accessed

17 June 2017.

In-text: (Kan et al. 93)

Electronic book from a website (title and URL of the website included after the year of publication):

Works Cited: Shaw, Bernard. *Pygmalion.* Brentano, 1916. *Bartleby.com*, www.bartelby.com

/138. Accessed 24 Feb. 2017.

In-text: (Shaw)

As the online version of *Pygmalion* did not have page numbers, no page number is included in the in-text citation [*MLA Handbook* 56].

Electronic book, read on a device like a Kobo or Kindle (no URL):

Works Cited: *MLA Handbook*, 8th ed., Kobo ed., Modern Language Association of

America, 2016.

In-text: (*MLA Handbook*)

Book - no author or unknown author [*MLA Handbook* 24, 117-118]

If there is no author or the author is unknown, use the title. Shorter titles can be included in full in the in-text citation. Longer titles can be shortened for the in-text citation but the first word (not counting articles like *a, an, the*, etc.) must remain so the title can be found in the alphabetized bibliography at the end of the paper. Titles of entire works (e.g. book titles) are italicized.

Works Cited: *Encyclopedia of Crime and Punishment*. John Wiley & Sons, 1993.

In-text: (*Encyclopedia of Crime* 212)

Book - one author [*MLA Handbook* 21]

> Works Cited: Starkey, David B. *Academic Writing Now: A Brief Guide for Busy Students*.
>
> Broadview, 2015.
>
> In-text: (Starkey 97)

Book – two authors [*MLA Handbook* 21, 116]

The first author's name is reversed (last, first name) and the second author's name is written in first, last name order.

> Works Cited: Gaillet, Lynee Lewis, and Michelle F. Eble. *Primary Research and Writing:*
>
> *People, Places and Spaces.* Routledge, 2016.
>
> In-text: (Gaillet and Eble 310)

Book - three or more authors [*MLA Handbook* 22, 116]

> Works Cited: Booth, Wayne C., et al. *The Craft of Research*. 3rd ed., U of Chicago P, 2008.
>
> In-text: (Booth et al. 190)

The first author's name is reversed (last, first name) and the names of the additional authors are replaced with a comma and *et al.* ("and others").

Book - Edited, Translated or Compiled [*MLA Handbook* 23, 116]

> Works Cited: Greenspan, Edward, and Marc Rosenberg, editors. *Martin's Annual Criminal*
>
> *Code: Student Edition 2010*. Canada Law Book, 2009.
>
> In-text: (Greenspan and Rosenberg 77)

When using an entire book that lists editors, translators or compilers on its title page use the full word – abbreviations such as ed., eds., or trans. are no longer used.

Chapter in an Edited Book [*MLA Handbook* 30, 97, 117]

As a chapter is part of a larger book, it is cited as part of a larger *container* (see page 6 for more information on containers). List the editor(s) information after the chapter or section title. The page

numbers of the chapter or section are included at the end of the citation (pp. is used to indicate multiple pages; a single page would be p.).

Each individual chapter or section has its own author:

Works Cited: Naremore, James. "Hitchcock at the Margins of Noir." *Alfred Hitchcock:*

Centenary Essays, edited by Richard Allen and S. Ishii-Gonzales,

BFI, 1999, pp. 263-77.

In-text: (Naremore 266)

No author listed for each section or chapter:

Works Cited: "Is Abortion Immoral?" *Taking Sides: Clashing Views on Bioethical Issues,* 14th

ed., edited by Carol Levine, McGraw Hill, 2012, pp. 142-146.

In-text: ("Is Abortion Immoral?" 142)

Government Documents – print and online [*MLA Handbook* 28, 41-42, 44, 53]

Government documents may have individual authors (see Karam and Fitzgerald examples below) or may have an entire department as an author (see the section below entitled 'Group as Author'). The government department may also be the publisher.

The Fitzgerald example below is of a print format government document.

Works Cited: Fitzgerald, Robin. *Fear of Crime and the Neighbourhood Context in Canadian*

Cities. Statistics Canada, 2008.

In-text: (Fitzgerald 44)

The Karam example below is of a PDF resource from the Statistics Canada website. The date the item was last updated is included as the publication date, followed by the publication's URL and the date you accessed the resource. Remove the hyperlink and http:// from the URL and end it with a period.

Works Cited: Karam, Maisie. *Trafficking in Persons in Canada, 2014.* Statistics Canada, 12

July 2016, www.statcan.gc.ca/pub/85-002-x/2016001/article/14641-

eng.htm. Accessed 4 May 2017.

In-text: (Karam 7)

Group as Author - government agency, association, corporation, etc. [*MLA Handbook* 25, 104, 117]

A work may be created by a group or corporate author, rather than an individual. If the work's author and publisher are different entities, give both names, starting with the author (as in the first example below). If the author and publisher are the same entity (as in the second and third examples), omit the author information and start the Works Cited entry with the work's title.

In the *Freedom from Fear* example, if the author and publisher were NOT the same, the author's information would have been listed in this order: name of the government, name of the department or agency (e.g. Canada, Dept. of Foreign Affairs and International Trade). Abbreviate commonly shortened terms such as 'dept.'.

Works Cited: United Nations Environment Program. *Inclusive Wealth Report 2014:*

Measuring Progress Toward Sustainability. Cambridge UP, 2015.

Nuclear Competence Building. OECD Nuclear Energy Agency, 2004.

Freedom from Fear: Canada's Foreign Policy for Human Security. Canada,

Dept. of Foreign Affairs and International Trade, 2002.

In-text: (United Nations Environment Program 203)

(*Nuclear* 52)

Encyclopedia or Dictionary Entry [*MLA Handbook* 27-28, 44]

As an entry from an encyclopedia or dictionary is part of a larger entity, it is cited as part of a larger *container* (see page 6 for more information on containers). If applicable, list the editor(s) information after the chapter or section title. The page numbers of the chapter or section are included at the end of the citation if available (pp. is used to indicate multiple pages; a single page would be p.).

To cite an entire encyclopedia, see the entries for books with authors or editors.

Print entry, with an individual author for each section:

Works Cited: Author. "Title of Entry." *Title of Source/Container*, publisher, date of

publication, pp. x-xx.

Bercuson, David Jay. "Canada." *The World Book Encyclopedia*, World Book,

2006, pp. 98-127.

In-text: (Bercuson 101)

Print entry, with no author for each section:

Works Cited: "Existentialism." *Routledge Encyclopedia of Philosophy,* Routledge,

1998, pp. 199-204.

In-text: ("Existentialism" 203)

Online entry, with an individual author for each section:

The encyclopedia itself may be part of a larger website, as in the example below, or it may be its own entity.

Works Cited: Author. "Title of Entry." *Title of Online Source/Container*, publication date, *Title*

of Larger Website, URL. Access date*.*

Harris, Carolyn. "Monarchism." *The Canadian Encyclopedia*, 4 Feb. 2016,

Historica Canada, www.thecanadianencyclopedia.ca/en/article/

monarchism/. Accessed 6 July 2017.

In-text: (Harris)

Online entry, with no author for each section:

The encyclopedia itself may be part of a larger website, as in the example below, or it may be its own entity.

Works Cited: "Monarchy." *Merriam-Webster Dictionary*, 2017, *Merriam-Webster*,

www.merriam-webster.com/dictionary/monarchy. Accessed 18 Jan.

2017.

In-text: ("Monarchy")

Versions of a Book - Revised Editions [*MLA Handbook* 38-39]

If an edition is given, specify it by number (2nd ed.) or name such as expanded ed., or updated ed. (placed after the title of the work).

Works Cited: Booth, Wayne C., et al. *The Craft of Research*. 3rd ed., U of Chicago P, 2008.

In-text: (Booth et al. 190)

Citing Two or More Works by the Same Author [*MLA Handbook* 55, 113-114, 117]

Works Cited: Barnet, Sylvan. *The Practical Guide to Writing*. Longman, 2003.

                    ---. *A Short Guide to Writing about Art.* 4th ed., Harper Collins College, 1993.

In-text: (Barnet, "Practical Guide" 87)

                    (Barnet, "Short Guide to Writing" 17)

The author's name is only listed in the first entry in the Works Cited list [*MLA Handbook* 113]. The author's name in the subsequent entries will be replaced by three hyphens and a period (---.). Works listed under the same name are alphabetized by title. If you had another title with Barnet as one of several co-authors, you would list all of the authors' names following the conventions listed in the other examples in this handout.

Citing Authors with the Same Last Name, Different First Name [*MLA Handbook* 55]

Create the Works Cited entry following the conventions found elsewhere in the document. For the in-text citation, include the author's first initial as well as the last name.

In-text: (S. Barnet 87)

Citing Periodicals (Journals, Magazines, Newspapers) – General Tips [*MLA Handbook* 30, 39-40, 45]

Format the author information as already shown in the book examples. The title of the article is enclosed in quotation marks and the title of the source (journal, magazine or newspaper) that the article comes from is written in italics. Journals and magazines will have volume and/or issue numbers. Include the issue date which may be just a year, a year and a season (e.g. Spring 2016), a month and a year or a specific date (written in day, month, year format).

When using online articles [*MLA Handbook* 32, 39-40, 45, 48, 110] include the database name (if using a Library subscription database) or website and the URL or DOI number of the article. Think of an article in a newspaper, magazine or journal that is contained within a larger database of articles as a container nested within a larger container [31].

Most Library databases have a permanent link (may also be called persistent, durable or simply document link) listed for the articles they contain. Use this permanent link rather than the URL shown at the top of the screen as the permanent link will take the user through the Library's authentication server (where the reader will need to enter their network login to access the article).

While not absolutely necessary depending on the resource, it is considered good form to include the date you accessed the resource.

Journal Article – Print Format [*MLA Handbook* 30, 39-40, 45]

> Works Cited: Witteveen, April. "Lifelong Literacy." *Library Journal*, vol. 142, no. 12, July 2017,
>
> pp. 20-23.
>
> In-text: (Witteveen 21)

Journal Article – Electronic, Library Database, with no DOI [*MLA Handbook* 32, 39-40, 45, 48, 110]

> Works Cited: Witteveen, April. "Lifelong Literacy." *Library Journal*, vol. 142, no. 12, July 2017,
>
> pp. 20-23. *EBSCOhost Academic Search Premier*,
>
> dproxy.library.dc-uoit.ca/login?url=http://search.ebscohost.com/
>
> login.aspx?direct=true&db=aph&AN=123953260&scope=site.
>
> Accessed 28 July 2017.
>
> In-text: (Witteveen 21)

Include a page number in the in-text citation if there is one available (e.g. if using a PDF of the article).

In the Works Cited reference, after the print publication information indicate the name of the Library subscription database (in italics), the URL (use a permanent or durable URL if the database provides one) and the date you accessed the article.

If the database includes Digital Object Identifiers or DOIs for the articles, use that in place of a URL. The DOI remains attached to the article even if the URL should change.

Journal Article – Electronic, Library Database, with a DOI [*MLA Handbook* 32, 39-40, 45, 48, 110]

> Works Cited: De La Fuente, Alberto, et al. "A Human-Scale Perspective on Global Warming:
>
> Zero Emission Year and Personal Quotas." *Plos ONE*, vol. 12, no. 6, 19
>
> June 2017, pp. 1-16. EBSCO*host Academic Search Premier*,
>
> doi:10.1371/journal.pone.0179705. Accessed 28 July 2017.
>
> In-text: (De La Fuente et al. 12)

If the database includes Digital Object Identifiers or DOIs for the articles, use that in place of a URL. The DOI remains attached to the article even if the URL should change.

Include a page number in the in-text citation if there is one available (e.g. if using a PDF of the article).

Journal Article, from the Internet (not a Library Subscription Database)

> Works Cited: Racette, Susan B., et al. "School-Based Physical Activity and Fitness
>
> Promotion." *Physical Therapy*, vol. 90, no. 9, 1 Sept. 2010, pp. 1214-
>
> 1218, academic.oup.com/ptj/article-lookup/doi/10.2522/ptj.
>
> 20100039. Accessed 28 July 2017.
>
> In-text: (Racette et al. 1215)

If there is no DOI number for the article, use the article's URL (omit the *http:// or https://).* If you are using a PDF version of the article that has page numbers, include them in the in-text citation. If you are using an HTML version or do not have page numbers, omit that from the in-text citation [*MLA Handbook* 48, 110].

Include a page number in the in-text citation if there is one available (e.g. if using a PDF of the article).

Magazine Article – print [*MLA Handbook* 32, 39-40, 45]

> Works Cited: Campbell, Meagan. "Hating on Canadian Art." *Maclean's*, vol. 130, no. 4, May
>
> 2017, pp. 12-13.

> In-text: (Campbell 12)

Articles with no author: start the citation with the article title.

Magazine Article from a Library Database [*MLA Handbook* 32, 39-40, 45, 48, 110]

> Works Cited: Campbell, Meagan. "Hating on Canadian Art." *Maclean's*, vol. 130, no. 4, May
>
> 2017, pp. 12-13. *Canadian Reference Centre*, uproxy.library.dc-uoit.ca/
>
> login?url=http://search.ebscohost.com/login.aspx?direct=true&db
>
> =rch&AN =122379002&scope=site. Accessed 14 May 2017.

> In-text: (Campbell 12)

Include a page number in the in-text citation if there is one available (e.g. if using a PDF of the article).

Magazine Article from an Online Source/Website (not a Library Database)

> Works Cited: Taylor, Peter Shawn. "Stop Hating Sir John A. (and Other History Lessons)."
>
> *Macleans*, 3 Mar. 2017, www.macleans.ca/news/canada/stop-
>
> hating-sir-john-a-and-other-history-lessons/. Accessed 1 Aug. 2017.

> In-text: (Taylor)

As there are no page numbers listed for the online article, do not include anything other than the author's name in the in-text citation.

Newspaper Article - General [*MLA Handbook* 30, 42, 45, 48, 110, 111]

For articles that are not printed on consecutive pages, only provide the first page number with a plus sign (e.g. pp. C4+). If the city of publication is not included in the name of a locally published newspaper, add the name of the city in square brackets, not italicized, after the name of the paper:

> Author. "Article Title." *Telegraph-Journal* [Saint John], date of article, p. A1.

Remove any *http://* or *http://* from the URL and remove the URL's hyperlink.

Newspaper Article - Print [*MLA Handbook* 30, 42, 45, 110, 111]

Works Cited: Sagan, Aleksandra. "Tim Hortons is Looking to Extend Reign into Spain."

Toronto Star, 3 Aug. 2017, pp. B1+.

In-text: (Sagan B1)

Newspaper Article – No Author, from a Library Database

Works Cited: "Sports Digest." *Toronto Star*, 2 Aug. 2017, p. S7. *Proquest Canadian*

Newsstream, search.proquest.com.dproxy.library.dc-uoit.ca/docview/

1925103155?accountid=26375. Accessed 3 Aug. 2017.

In-text: ("Sports Digest" S7)

Replace the URL with a DOI if one if is provided.

Newspaper Article – from the Internet (not a Library Database) [*MLA Handbook* 30, 42-43]

General Format: Author. "Title of the Article." *Newspaper Title*, date of article, website

URL. Access date.

Works Cited: Lewis, Michael. "One of Canada's Fastest Growing Economies is in…Oshawa."

Toronto Star, 3 Aug. 2017, www.thestar.com/business/2017/08/03/

one-of-canadas-fastest-growing-economies-is-in-oshawa.html.

Accessed 4 Aug. 2017.

In-text: (Lewis)

If the article is also published in print, it may list two dates (the online date and the print date). If you only use the online version, use that date and ignore the other [*MLA Handbook* 42]. Remove any *http://* or *http://* from the URL and remove the URL's hyperlink.

As there are generally no page numbers listed for an online article, do not include anything other than the author's name in the in-text citation.

Websites – General Tips

As not all online resources provide all of the desired bibliographic information (author, date, page numbers, etc.), you will need to be flexible and use whatever information you are given.

In the Works Cited entry remove the *http://* or *http://* from the URL [*MLA Handbook* 110].

Websites may be published by organizations such as libraries, museums, associations. This information is usually listed at the bottom of the website or in the copyright section [*MLA Handbook* 41, 42]. If relevant, this information can be included after the title of the website. You do not need to include it if the title of the website (e.g. CBC) or the author are the same as the publisher.

The date you access the material is considered an optional element according to the *MLA Handbook*, 8th ed. However, it is noted that as online materials can be changed at any time, the date of access can be important in indicating which version of the material you used (53). Often, it can be difficult to determine when an item was written or last updated, making the access date very important. For the purposes of this document, access dates have been included for all online content.

For the in-text entry, as there are generally no page numbers indicated just indicate the author's name or a shorted form of the title if there is no author.

Website, Entire [*MLA Handbook* 28]

Works cited, with and without an author:

Author. *Title of Website*. Date of publication or last update, URL. Date of Access.

Title of Website. Date of publication or last update, URL. Date of Access.

Canadian Museum of Civilization. Canadian Museum of History, http://www.historymuseum.ca/.

15 July 2016.

In the Canadian Museum of Civilization example, the publisher information (Canadian Museum of History) is included as it is different than the title of the site. No date of publication or last update is included as it was not listed on the website.

In-text, general format, with and without an author:

(Smith)

("Shortened Form of Title")

Website, One Page or Section [*MLA Handbook* 28, 30]

Works Cited, with and without an author:

> Author of Specific Page or Section. "Title of Page or Section." *Title of Website,* Date of
>
> > publication or last update, URL. Date of Access.
>
> "Title of Page or Section." *Title of Website,* Date of publication or last update, URL. Date of
>
> > Access.
>
> "From Devastated to Determined, De Grasse Now Sets Sights on 2018." *CBC*, 3 Aug. 2017,
>
> > www.cbc.ca/sports/olympics/summer/trackandfield/andre-de-grasse-devasted-
> >
> > determined-sets-sights-on-2018-1.4234684. Accessed 8 Aug. 2017.

In-text, with and without an author:

> (Smith)
>
> ("From Devastated")

For the in-text entry, as there are generally no page numbers indicated just indicate the author's name or a shorted form of the title if there is no author.

Wikipedia Articles [*MLA Handbook* 12, 28, 30]

> Works Cited: "Monarchy." *Wikipedia*, 1 Aug. 2017, en.wikipedia.org/wiki/Monarchy.
>
> > Accessed on 8 Aug. 2017.
>
> In-text: ("Monarchy")

Check with your instructor to verify whether Wikipedia is an acceptable source. As with any other online resource, assess the accuracy and reliability of the information you are using. If the Wikipedia page has a note indicating that the information needs to be checked or may have errors, it is suggested that you find another source of information. If using Wikipedia, check the sources that the entry uses as references to see if they are valid.

Sources like Wikipedia and Google are good places to start your research, but shouldn't be where you finish it.

Other Common Resources

Tables, Statistical Information [From MLA Style Blog, style.mla.org/2017/01/02/citing-tables/]

Follow the examples listed throughout this handout to create a works cited entry for the source that contains the table, statistic, etc. The Karam example below is for a Statistics Canada document accessed in PDF format (page numbers are available for the in-text citation).

Works Cited: Karam, Maisie. *Trafficking in Persons in Canada, 2014.* Statistics Canada, 12

July 2016, www.statcan.gc.ca/pub/85-002-x/2016001/article/14641-

eng.htm. Accessed 4 July 2017.

This report has page numbers as well as numbered figures and tables/charts, so include the page number and table number (in square brackets) as below:

In-text: (Karam 6 [chart 2])

In some cases (e.g. when citing a table from an extensive data set), it might be practical to create a works-cited-list entry for an individual table or chart:

"Table 311.80: Number and Percentage Distribution of Course Enrollments in Languages Other

Than English at Degree-Granting Postsecondary Institutions, by Language and

Enrollment Level: Selected Years, 2002 through 2013." *Digest of Education Statistics*,

National Center for Education Statistics, 2015, nces.ed.gov/programs/digest/d15/

tables/dt15_311.80.asp.

Twitter Message [*MLA Handbook* 24, 29]

A pseudonym, such as an online username, can be used in place of a regular author name if that is the information provided. If using a short, untitled message such as a tweet, reproduce its full text in the title field, enclosed in quotes as below.

Works Cited: @persiankiwi. "We have report of large street battles in east & west of Tehran

now – #Iranelection." *Twitter*, 23 June 2009, 11:15 a.m.,

twitter.com/persiankiwi/status/2298106072.

In-text: (@persiankiwi)

In this example, Twitter is the *container* that the message is enclosed in so it is italicized.

Personal E-mail [*MLA Handbook* 29]

When citing an email, use the message's subject line as the title. Enclose the title in brackets. There will generally be no page number to refer the reader to in the in-text citation.

Works Cited: Robinson, Martha. "Vacation Plans." Received by Daniel J. Smith, 22 Mar.

2016.

In-text: (Robinson)

Personal Interview (that you conducted)

In the works cited entry, include the interviewee's name, type of interview (personal, telephone, etc.) and the date. You may wish to include the interviewee's name as part of your text rather than place it in brackets.

Works Cited: Nesbit, Louise. Personal Interview. 17 July 2016.

In-text: (Nesbit)

Class Lectures [*MLA Handbook* 52]

The *MLA Handbook*, 8th edition, does not provide specific information on how to cite this type of resource. The following suggestions have been based on the general conventions for other types of resources. Please check with your instructor to verify.

The designation 'Lecture', indicating the type of work, is included at the end of the citation as additional information [*MLA Handbook* 52].

For ease of reading, you may wish to include the lecture information in the body of your essay, indicating date, course and the professor's name, as in the in-text example below.

Works Cited: Author. "Title of Source." Publisher, Publication date. Additional

information/type of resource.

Smith, Robert. "Research Assignment Instructions." ABC Institution,

15 May 2017. Lecture.

In-text: In a lecture on 15 May 2017, in a course on effective research, Dr. Robert

Smith stated, "Grammar is an essential part of communication".

PowerPoint Notes or Class Handouts

The *MLA Handbook* does not provide a specific, official rule on citing class or lecture notes that are provided to a class by the professor using PowerPoint. Please check with your professor for his or her personal preferences. The following suggestion follows the general formatting conventions for other resources, including adding the source type at the end of the citation [*MLA Handbook* 52]:

Works Cited: Instructor's Last name, First name. "Title of PowerPoint Presentation." Date of

presentation, Title of Course, Institution Name. *Microsoft PowerPoint*

presentation*.*

Smith, John. "Learning Your Way Around Chemistry." 12 Feb. 2017,

Introductory Chemistry, ABC Institution. *Microsoft PowerPoint*

presentation.

Instructor's Last name, First name. "Title of Handouts/Notes." Date. Name of

Course. Institution Name. Course handout.

Smith, John. "Chemistry Basics." 12 Feb. 2017. Introductory Chemistry, ABC

Institution. Course handout.

When citing a PowerPoint presentation, you may wish to include a specific slide number as part of the in-text citation:

(Smith, slide 5)

Audio Visual Materials [*MLA Handbook* 28, 44]

Depending on what you are citing, you may include the names of creators, major contributors or performers after the series title information.

If relevant, include a specific time within an episode or work as part of the in-text citation [*MLA Handbook* 57].

Citing an entire TV series or Movie:

Works Cited: *Series Title*. Created by John Doe, Production Company ABC, time span of

series.

Citing an episode from a TV series:

> Works Cited: "Episode Title." *Series Title,* created by John Doe, season #, episode #,
>
> Production Company ABC, episode date or year.

YouTube video:

If the video has a credited author, include that information. If not, then start the entry with the title.

> Works Cited: "Buffy the Vampire Slayer: Unaired Pilot 1996." *YouTube*, uploaded by John
>
> Doe, Posting date, URL.

While not absolutely required by MLA, you may choose to include the date you accessed the video after the URL.

Online Images

The *MLA Handbook* does not provide a great deal of information for citing online images. The suggested citation format below has been created based on consistency with other formatting conventions. Generally, cite an online image in the same format as citing a section of a website. If the image was found using Google Images, click on the image and cite the information of the host website.

If there is no artist or creator listed, start the citation with the title or description of the image.

If the image does not have a title, list a description of the image in that field. Do not enclose the description in quotes in that case.

> Works Cited: Creator's Last name, First name. "Title of Image." *Title of Website,* Date of
>
> publication or last update, URL. Date of Access.

> "Title of Image." *Title of Website,* Date of publication or last update, URL. Date
>
> of Access.

Quoting a Quote (Citing an Indirect or Secondary Source) [*MLA Handbook* 124]

If you quote a quote or indirectly cite a source, you must remember that you did not see the original source; you can only cite the second-hand or indirect source. For example, a book or article that you are using by the author Runciman may make reference to one of Shakespeare's plays, but you didn't actually read the play itself as a source. Note: the abbreviation for "quoted" is "qtd".

> In-text: As the three witches in Macbeth appropriately chant "Fair is foul, and foul
>
> is fair" (qtd. in Runciman 74).

Your Works Cited list would have an entry for the Runciman work (the source that you actually used) and not for the source that Runciman himself used (he read the play – you didn't).

Works Cited List - Sample [*MLA Handbook* 20, 111-116]

Centre the title "Works Cited" at the top of the page. Begin each entry flush to the left margin and indent any subsequent lines of the entry 5-7 spaces (one tab). Alphabetize and double-space the entries. For items that are arranged by title, such as "An Unlikely Champion of the Rule of Law", ignore the 'An' when alphabetizing (ignore *A, An* and *The*).

_____

<div align="center">

Works Cited

</div>

Barnet, Sylvan. *The Practical Guide to Writing*. Longman, 2003.

    ---. *A Short Guide to Writing about Art*. 4th ed., Harper Collins College, 1993.

Campbell, Meagan. "Hating on Canadian Art." *Maclean's*, vol. 130, no. 4, May 2017, pp. 12-13.

Freedom from Fear: Canada's Foreign Policy for Human Security. Canada, Dept. of Foreign Affairs and

    International Trade, 2002.

"From Devastated to Determined, De Grasse Now Sets Sights on 2018." *CBC*, 3 Aug. 2017,

    www.cbc.ca/sports/olympics/summer/trackandfield/andre-de-grasse-devasted-determined- sets-

    sights-on-2018-1.4234684. Accessed 8 Aug. 2017.

Greenspan, Edward, and Marc Rosenberg, editors. *Martin's Annual Criminal Code: Student Edition*

    2010. Canada Law Book, 2009.

Karam, Maisie. *Trafficking in Persons in Canada, 2014.* Statistics Canada, 12 July 2016,

    www.statcan.gc.ca/pub/85-002-x/2016001/article/14641- eng.htm. Accessed 4 July 2017.

@persiankiwi. "We have report of large street battles in east & west of Tehran now – #Iranelection."

    Twitter, 23 June 2009, 11:15 a.m., twitter.com/persiankiwi/status/2298106072.

Racette, Susan B., et al. "School-Based Physical Activity and Fitness Promotion." *Physical Therapy*, vol.

    90, no. 9, 1 Sept. 2010, pp. 1214-1218, academic.oup.com/ptj/article-lookup/doi/10.2522/

    ptj.20100039. Accessed 28 July 2017.

Smith, John. "Learning Your Way Around Chemistry." 12 Feb. 2017, Introductory Chemistry, ABC

    Institution. *Microsoft PowerPoint* presentation.

Witteveen, April. "Lifelong Literacy." *Library Journal*, vol. 142, no. 12, July 2017, pp. 20-23. *EBSCOhost*

    Academic Search Premier, dproxy.library.dc-uoit.ca/login?url=http://search.ebscohost.

    com/login.aspx?direct=true&db=aph&AN=123953260&scope=site. Accessed 28 July 2017.