Sample Header Page for an Essay in MLA Format

Doe 1

Jane Doe (Your name)

Mrs. Smith (Your teacher's name)

Language Arts (Name of the class)

16 June 2017 (Day Month Year)

Title of Paper

Begin essay by indenting. Your font should be Times New Roman or a similar font,

and you should use 1-inch margins and 12 point font. It should be double-spaced

throughout and you should put your last name and page number in the upper

right hand corner (use the Header on Word or in Google Docs to do this).

Rules for Bibliography Page (Last Page)

1. Sources go in alphabetical order by the first letter (articles such as "a," "an," and "the" do not count).
2. Important: DO NOT groups books, websites, encyclopedia entries, etc. together!
3. Begin on the left margin of your paper. If your entry is more than one line, the second line should be indented by one inch (press the TAB button).
4. Titles of sources are italicized (or underlined if handwritten).
5. The title of your page should be: Works Cited (do not underline). This is centered.
6. Double space paper.
7. If you are creating a Works Cited slide for a presentation, omit the page number and name. Title the Slide "Works Cited" and list citations without double spacing.

Sample Bibliography Page

Doe 10

Works Cited

Gillespie, Paula, and Neal Lerner. *The Allyn and Bacon Guide to Peer Tutoring*.

Allyn, 2000.

"Ideology." *The American Heritage Dictionary*. 3rd ed., 1997.

"The World Factbook: Egypt." *Central Intelligence Agency*. OpenGov, 27 Oct. 2016,

www.cia.gov/library/publications/the-world-factbook/geos/eg.html. Accessed 30

Oct. 2016.

SMM Guide to MLA Format

Updated: June 16, 2017

What is a citation?

Citing work means giving credit to a person whose work you have used in a paper, project, or homework. You do this on a Works Cited sheet at the end of your project or essay. A citation acknowledges that an idea belongs to someone else. Failure to cite a source is considered plagiarism, which is cheating or stealing. This is a direct violation of our school's academic policies. Luckily, it is easy to learn to cite sources!

What is MLA?

There are many ways to cite a source, but the one we use at SMM is called MLA (Modern Language Association). The next pages contain some formulas for citing common sources, as well as some examples, but not every example. To see more ways to cite and more rules, go to Purdue OWL website: **http://owl.english.purdue.edu/owl/resource/747/1/**

Where do I find?

• An author of a webpage?
  ● Usually at the top of the webpage. You are looking for a person's name or a byline (ex. "by John Smith").
• The copyright date of a website and the publisher of a webpage?
  ● Usually at the bottom of the webpage. You are looking for the date next to the copyright symbol (©). The company name next to it is the publisher. Sometimes this is the name as the name of the website - if so, it should not be listed twice.
• Name of a website?
  ● At the top of the webpage – usually it does not change when you click on another page. Often you can see this in the URL (web address) - for example, www.time.com/worldnews - the website name would be *Time* and not "World News."
• Copyright information of a book?
  ● Inside the cover on the copyright page. Use the most recent date.

PRINT SOURCES

These are sources you can hold in your hand, like a book or a magazine. Always indent the second line of your citation.

Book

Author's name (last, first). *Title of book*. Publisher, Year of publication.

Applegate, Katherine. *The One and Only Ivan*. HarperCollins, 2012.

Book with Multiple Authors

Author's name (last, first), and full name of second author. *Title of book*. Publisher, Copyright year.

Gillespie, Paula, and Neal Lerner. *The Allyn and Bacon Guide to Peer Tutoring*. Allyn, 2000.

Encyclopedia or Dictionary Entry

Author. "Title of Essay." *Title of Collection*. Edition (if applicable), Year.

Senn, Frank C. "Sacrament." *The World Book Encyclopedia*, 2009.

"Ideology." *The American Heritage Dictionary*. 3rd ed., 1997.

Newspaper or Magazine Article

Author(s). "Title of Article." *Title of Magazine*, Day Month Year, pages.

Smith, Ben. "The Great Horned Owl." *Endangered Species*, 10 Mar. 2016, pp. 150-153.

Allen, Fred. "Playoff hopefuls look towards the big game." *The Sun Times*, 11 Apr. 2009, pp. L1.

*Remember, for a print newspaper the page number would be the section in which you found the article.

ELECTRONIC SOURCES

These are sources you see on the Internet. Always indent the second line of your citation.

Webpage

Author (if available). "Title of Page." *Title of Website*. Publisher/Sponsor (only list of it is different than the website title), Copyright date/date of last update (if available), URL. Accessed Day Month Year.

"The World Factbook: Egypt." *Central Intelligence Agency*. OpenGov, 27 Oct. 2016, www.cia.gov/library/publications/the-world-factbook/geos/eg.html. Accessed 30 Oct. 2016.

Webpage (Continued)

In this example the publisher and the name of the website are the same, so we skip the publisher:

Layton, Julia. "How is L.A. Like Ancient Rome?" *HowStuffWorks*, 26 Aug. 2008, science.howstuffworks.com/environmental/green-science/la-ancient-rome1.htm. Accessed 30 Oct. 2016.

The author's name will appear towards the top of the webpage under a byline (example: by John Smith). Many webpages do not have authors. If there is no author, skip to the next part of the citation. Check the bottom of the page for the copyright information. This will give you the publisher. If the publisher is the same as the website title, do not list it again. If there is no date of publication or copyright date, skip to the next part of the citation.

Full Website*

Author (if available). *Title of Website*. Publisher/Sponsor (only list if it is different than the website title), Copyright date/date of last update (if available), URL. Accessed Day Month Year.

The Purdue OWL Family of Sites. The Writing Lab and OWL at Purdue and Purdue U, 2008, owl.english.purdue.edu/owl. Accessed 30 Oct. 2016.

*Use this option only if you used more than three pages on the website.

Encyclopedia Article from World Book Online

Use the MLA citation at the bottom of the article. Copy and paste this directly onto your Works Cited sheet.

Photograph or Artwork

Artist's name or Poster's username. "Title of the work." *Title of Website*. Publisher/Sponsor (only list if it is different than the website title), Date of resource creation (if available), URL. Accessed Day Month Year.

Hildenbrand, Hans. "Women Sit for a Portrait in Salzburg, Austria, 1929." *Found*. National Geographic Creative, 4 Aug. 2016, natgeofound.tumblr.com. Accessed 30 Oct. 2016.

Video

"Title of Video." *Title of website*, uploaded by Username, Date uploaded, URL. Accessed Date Month Year.

"Green Eggs and Ham." *YouTube*, uploaded by gymnast2010addict, youtu.be/rRlgsEc6ucs?list=PLAFC62DB9C8B66FB3. Accessed 30 Oct. 2016.