

MLA Guide 2010-2011

Many courses include written reports, term papers, presentations and/or creative projects that require research. A research essay that is based on facts and opinions derived from sources outside the writer's experience (books, magazines, personal interviews, films, television, the internet, newspapers, pamphlets, etc.) must identify those sources, called citations, within the text and in a list at the end of the essay, which is called "Works Cited" (or "Work Cited" if only one source is used). These citations give authority to the writer of the essay. The library subscribes to a number of [electronic databases](#) to aid you in the research process.

Different academic disciplines use different styles of writing and documentation. MLA, the style developed by the Modern Language Association, is the primary style used in English and Humanities courses. Other classes may also require MLA, or they might require the use of [APA or Turabian](#) style. This guide is meant to be only a brief introduction to MLA style, and as such, the examples included represent only a small sample of all the various information types that could be used. For additional citation examples or information regarding MLA style, consult the [MLA Handbook for Writers of Research Papers](#), 7th edition (available at any library).

If you have any questions regarding...

- ☐ your assignment, consult your Instructor.
- ☐ this document or specific citations, consult a Librarian
- ☐ your written essay, consult a faculty member.

PLAGIARISM

The stealing of ideas and/or words of another and representing them as your own is plagiarism. Standards of Conduct" defines plagiarism as "the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment" (Student Code of Conduct). Any student found guilty of plagiarism is subject to disciplinary sanction as defined within the Student Code of Conduct.

Paraphrasing means taking another person's words and restating the information into your own words as they relate to your thesis. Paraphrased ideas must be attributed by using both a parenthetical note and a full citation.

Examples:

Direct Quotation:

- Use "quotation marks" to signal that you are using someone else's words.

Studies show that "vegetarians live six to ten years longer than meat-eaters because a plant-based diet provides protection against heart disease, cancer, strokes, and obesity" (Robbins 32).

Paraphrased and No Citation = Plagiarism

Research clearly shows that a plant-based diet can protect against numerous diseases and increase longevity.

Paraphrased and Cited:

Research clearly shows that a plant-based diet can protect against numerous diseases and increase longevity (Robbins 32).

RESEARCH ESSAY: Basic Format

- Leave margins of one inch at the top, bottom, and on both sides of the text.
- Use an easily readable typeface set to a standard size (e.g. Times New Roman, 12 point).
- Type your name, instructor's name, course number and date, each on a separate line, one inch from the top of the first page and flush with the left margin. Double-space between lines.
- Double-space after the above information, and type the title of the essay and center it. Do not underline, italicize, use quotation marks, or use all capital letters in the title.
- Double-space the entire essay, including the Works Cited page.
- Indent the first word of a paragraph ½ inch (or 5 spaces) from the left margin.
- Insert page numbers at the top of each page, flush with the right margin. Include your last name (e.g., Smith 3).
- MLA does not require a title page. If your instructor requires a title page, format it according to his/her instructions.

Don't forget to create a backup copy by saving the essay to your computer, flash drive or student H://. You never know when you might need it!

THE WORKS CITED PAGE

General formatting rules:

- The Works Cited is an alphabetical list of all sources used. It appears as the last numbered page of the essay.
- Center title, Works Cited, one inch from the top of the page; do not underline or put in quotation marks or all caps.
- Double space the entire page.
- Entries are arranged alphabetically by the author's last name. If the author is unknown, alphabetize by title, ignoring *A*, *An* or *The*.
- Each entry begins with the first line flush against the left margin. Indent subsequent lines of this entry ½ inch. This is sometimes called a Hanging Indentation format. If using Microsoft Word, open the Paragraph formatting option and select the special indentation, hanging.
- Months more than 4 letters in length are abbreviated. Ex. Jan., Feb., Mar., Apr., May, June, July, Aug., Sept., Oct., Nov., Dec.

Instructors may ask for an [Annotated Bibliography](#) instead of the Works Cited. This will contain descriptive or evaluative information about the source in addition to the citation.

THE WORKS CITED PAGE

Title of Work:

- Capitalize the first and last word as well as any other important words in the title, regardless of how they appear in the original document.
- Italicize the titles of books, plays, periodicals, web sites, databases, films, albums and works of art
- Place quotation marks around titles of articles, short stories, poems, chapters of books, songs and web pages that are part of a larger web site.

Author(s):

- Names are listed last name (comma) first name. Omit titles (Mr., Ms., Dr.), affiliations and degrees.
- If two or more works are used by the same author, include the full author information in the first entry only. Type three hyphens and a period instead of the author's name for all subsequent entries. (ex. ---. "article title"...)
- If there are more than three authors, name only the first author or editor and add et al. or give all names in full, in order of their appearance on the title page.
- If there is no author, the title will appear first in the citation.

Lack of information:

- Sometimes the publisher, place, date of publication, or pagination is not indicated. Use the following abbreviations for information you cannot supply:
 - n.p. No publisher
 - N.p. No place of publication
 - n.d. No date of publication
 - N.pag. No pagination
- The N is capitalized when it appears after a period.

CITATION EXAMPLES: Print

CITATION EXAMPLES: Print

BOOKS

Basic Format

Author's Last Name, First Name. *Title*. City where published: Publisher, copyright date. Print.

- Additional and/or special information will be needed for books with corporate authors, edited works, edition used, translation, multivolume(s), anthology, and title of a series.
- If there are several cities listed, include only the first.

One Author

Vickers, Lu. *Weeki Wachee, City of Mermaids: A History of One of Florida's Oldest Roadside Attractions*. Gainesville: UP of Florida, 2007. Print.

Two or Three Authors

Bates, Kristin A., and Richelle S. Swan. *Through the Eyes of Katrina: Social Justice in the United States*. Durham: Carolina Academic P, 2007. Print.

More than Three Authors

Thomas, David N., et al. *The Biology of Polar Regions*. Oxford: Oxford UP, 2008. Print.

Corporate Author

College Board. *The College Board College Handbook*. New York: College Board, 2009. Print.

Two Books by the Same Author

Tolle, Eckhart. *A New Earth: Awakening to Your Life's Purpose*. New York: Plume, 2006. Print.
---. *The Power of Now: A Guide to Spiritual Enlightenment*. Novato: New World Library, 1999. Print.

Edition of an Author's Work

James, Missy, and Alan P. Merickel. *Reading Literature and Writing Argument*. 4th ed. Boston: Longman, 2011. Print.

Edited Work

Aidoo, Ama Ata, ed. *African Love Stories: An Anthology*. Banbury: Ayebia Clarke, 2006. Print.
Fisher, Gayle, et al. *SLS 1510: Your Passport to Success*. 2nd ed., rev. Tallahassee: SLS Dept., Tallahassee Community College, 2007. Print.

No Author Specified

The Holy Bible: English Standard Version. Wheaton: Crossway Bibles, 2001. Print.

A Scholarly Edition (includes an author and an editor)

Johnson, James Weldon. *The Essential Writings of James Weldon Johnson*. Ed. Rudolph P. Byrd. New York: Modern Library, 2008. Print.

Translation

Tunon, Julia. *Women in Mexico*. Trans. Alan Hynds. Austin: U of Texas P, 2001. Print.

One Volume in a Multivolume Set

Albee, Edward. *The Collected Plays of Edward Albee*. Vol. 3. New York: Overlook Duckworth, 2005. Print.

Series

➤ If the book is part of a series, indicate the series name. Do not italicize.

Passero, Barbara, ed. *Energy Alternatives*. Detroit: Thomson Gale, 2006. Print. Opposing Viewpoints Series.

A Work in an Anthology or Textbook

➤ Include additional information such as translator or original publication date if known.

Dunbar, Paul Laurence. "Sympathy." 1899. *The Norton Anthology of African American Literature*. Ed. Henry Louis Gates, Jr. and Nellie Y. McKay. 2nd ed. New York: Norton, 2004. 922. Print.

Horick, Randy. "Truer to the Game." *Reading Literature and Writing Argument*. Missy James and Alan P. Merickel. 4th ed. Boston: Longman, 2011. 21-23. Print.

A Reprinted or Excerpted Article Printed in an Anthology or Textbook

➤ If some information is not known, like volume or issue number, it is ok to exclude it.

Spiegel, Lynn. "Osama Bin Laden Meets the South Park Kids." *The Pop Culture Zone: Writing Critically about Popular Culture*. Allison D. Smith, Trixie G. Smith, and Stacia Rigney Watkins. Boston: Wadsworth Cengage Learning, 2009. 704-14. Print. Excerpt from "Entertainment Wars: Television Culture After 9/11." *American Quarterly* (2004): 235-70.

An Entry from a Reference Book

Cassell, Dana, and David Gleaves. "Anorexia Nervosa." *The Encyclopedia of Obesity and Eating Disorders*. 2nd ed. New York: Facts on File, 2000. Print.

Kecker, Christof. "Faces in the Mirror: Raymond Carver and the Intricacies of Looking." *Amerikastudien* 49.1 (2004): 35-49. Rpt. in *Short Story Criticism*. Ed. Jelena Krstovic. Vol. 104. Detroit: Thomson Gale, 2008. 199-207. Print.

"Oxymoron." *Merriam-Webster's Collegiate Dictionary*. 10th ed. 2002. Print.

Government Publication

United States. Dept. of Labor. *Occupational Outlook Handbook: 2010-2011 Library Edition*. Washington: GPO, 2010. Print.

ARTICLES

Magazine Articles

- Basic Format (do not include volume numbers)

Author's Last Name, First Name. "Title of Article." *Magazine Title* day month (abbreviated) year: page number range of entire article. Print.

- Example of a Magazine Published Weekly Citation

Johnson, Sharon. "Cosmetic Surgery." *Science* 14 Oct. 2003: 114. Print.

- Example of a Magazine Published Monthly Citation

Binder, Leonard. "U.S. Policy in the Middle East." *Current History* Jan. 2006: 1-4. Print.

Scholarly Journal Article

- Basic Format (do not include the month of publication)

Author's Last name, First name. "Title of Article." *Journal Title* volume number.issue number (year): page number range of entire article. Print.

- Example of a Scholarly Article Citation

Kanigel, Robert. "Where Mind and Body Meet." *Mosaic* 17.2 (1999): 52-60. Print.

Newspaper

- Basic Format

Author's Last Name, First Name. "Title of Article." *Newspaper Title* day month (abbreviated) year: section and page number of article (add + if more than one page). Print.

- Example of a Newspaper Article Citation

Varian, Bill. "Southwood." *Tallahassee Democrat* 4 June 2007: A3. Print.

"Death of a Writer." Editorial. *New York Times* 20 Apr. 2004: A18+. Print.

ADDITIONAL PRINT EXAMPLES

Advertisement

Light Blue by Dolce & Gabbana. Advertisement. *Esquire* Aug. 2007: 14. Print.

Course Lecture

Lepschy, Wolfgang. "How to Integrate Quotations Properly." ENC 1101. Tallahassee Community College. 9 Feb. 2009. Lecture.

CITATION EXAMPLES: Web

Course Handout

Williams, Juanita. "Nature vs. Nurture." SOP 2002. Tallahassee Community College. 6 July 2008. Course handout.

Pamphlet or Brochure

Water Quality: Annual Report. Tallahassee: City of Tallahassee, 2009. Print.

Photograph of a Painting or Sculpture

Manet, Edouard. *Olympia*. 1863. Musee d'Orsay, Paris. *The Humanities: Culture, Continuity & Change*. Henry M. Sayre. Upper Saddle River: Pearson, 2008. 1165. Print.

CITATION EXAMPLES: Non-Print, Non-Web

Sound Recording

Jones, Norah. *Come Away with Me*. Blue Note Records, 2002. CD.

Jones, Norah. "Don't Know Why." *Come Away with Me*. Blue Note Records, 2002. CD.

Obama, Barack. *The Essential Barack Obama*. Random House Audio, 2008. CD.

Begley, Ed, Sr., narr. "O Captain! My Captain." *Essential Walt Whitman*. Caedmon Audio, 2008. CD.

Film

- Include the film title, director, distributor, year of release and medium in each video citation.
- Include additional information such as screenwriter, performers and producer if the information is relevant to your essay.
- Include the original release date when known and relevant.
- If you are focusing upon a particular person (performer, screenwriter, etc.), put that person's name first.

The Godfather. Dir. Francis Ford Coppola. 1972. Paramount, 2004. DVD.

Shaheen, Jack, narr. *Reel Bad Arabs*. Dir. Sut Jhally. Media Education Foundation, 2006. DVD.

"Swing : The Velocity of Celebration." *Jazz*. Dir. Ken Burns. Episode 6. PBS, 2000. DVD.

Performance (Play, Opera, Concert, Dance, Etc.)

A Christmas Carol. By Charles Dickens. Dir. Krystof Kage. Turner Auditorium, TCC Fine & Performing Arts Center, Tallahassee. 9 Apr. 2009. Performance.

Tanner, Christopher, perf. *World Music: Steelband*. FSU College of Music. Leon High School, Tallahassee. 19 Apr. 2009. Performance.

Television Show

"Father Knows Worst." *The Simpsons*. Fox. WTLH, Tallahassee, 19 July 2009. Television.

Interview

Law, Bill. Personal interview. 8 Apr. 2009.

Marks, John. E-mail interview. 10 June 2009.

Peck, Dana. Skype interview. 6 Mar. 2010.

CITATION EXAMPLES: Non-Print, Non-Web

- Be careful to use reliable Internet sources. Be sure to always print out the first page of the site to have proof if your source is questioned.
- Identify the author or sponsoring organization to ensure credibility. If the author's name is not available, begin the citation with the title of the work.
- Locate the copyright date or date of last revision at the bottom of each page or homepage to ensure that the information is current. If no date is provided, use: n.d.
- Only give page numbers or paragraph numbers if they appear on the web site itself, such as when printed on a PDF document. Do not use page numbers taken from the printout of a web page.
- Some instructors may require that the web page URL be included within the citation. If required, include the URL enclosed in angle brackets at the end of the citation, followed by a period. Ex.
<<http://www.tcc.fl.edu/library>>.
- Web sites that have previously appeared in print – such as magazine or newspaper articles – may include additional source information like volume number or publisher. Refer to page 8 of this guide for additional examples on how to format this information.
- Regardless of the type of web site or web file, if the information is found via the live web the medium description will be Web.

WEB SITES

Basic Format

Author. "Title." *Name of Website*. Institution or organization sponsoring the site, Date of creation or update. Web. Date of access.

General Internet

Barry, Patrick L. "The Rise and Fall of the Mayan Empire." *Science@NASA*. NASA, 15 Nov. 2004. Web. 25 June 2007.

Ebert, Roger. "The Color Purple." *Rogerebert.com*. Chicago Sun-Times. 20 Dec. 1985. Web. 24 June 2010.
"The Women on Trial." *American Experience: Scottsboro: An American Tragedy*. PBS, 2000. Web. 8 Feb. 2009.

Blog

Fitzpatrick, Michael. "Transparency: Access to Information." *The Blog*. The White House. 10 June 2009. Web. 11 June 2009.

Government Web Site

"Fire Fighters." *Occupational Outlook Handbook*. 2010-11 ed. United States. Dept. of Labor. Bureau of Labor Statistics. 17 Dec. 2009. Web. 18 Mar. 2010.

Florida. Dept. of Education. "Bright Future Scholarships." *Facts.org*. N.d. Web. 18 Mar. 2010.

Newspaper

Hafenbrack, Josh. "Crist Signs Cigarette-Tax Hike, Calls It a 'Health Issue'." *Orlandosentinel.com*. Orlando Sentinel, 27 May 2009. Web. 10 June 2009.

Journal Article [not from a library database]

➤ When citing an electronic article that includes print publication information (journal title, volume, issue, year and page numbers), include this information in the citation. Do not include the name of the sponsoring organization of the website.

Benson, Etienne. "Thinking Green." *Monitor on Psychology* 34.4 (2003): 28. Web. 26 June 2007.

Book

➤ When citing an eBook, include the print publication information (publisher, year). Include the name of the website, but not the name of the sponsoring organization.

Whitman, Walt. *Leaves of Grass*. Boston: Small, Maynard & Co., 1904. *Google Books*. Web. 14 Feb. 2009.

MULTIMEDIA

Podcast

Knox, Richard. "WHO Declares Swine Flu a Pandemic." *All Things Considered*. Natl. Public Radio, 11 June 2009. Web. 11 June 2009.

Video Streamed from the Web

Frontline: Sick Around the World. PBS, 15 Apr. 2008. Web. 29 May 2009.

Obama, Barack. "President Barack Obama 2009 Inauguration and Address." *C-SPAN Video Library*. C-SPAN, 20 Jan. 2009. Web. 15 Mar. 2009.

"TRCC Writing Center- MLA Formatting Tutorial." *YouTube*. TRCCWC, 5 June 2009. Web. 11 June 2009.

CITATION EXAMPLES: Electronic Files

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- Citations for electronic files that exist independently of the web should indicate the specific file type as the medium. Common file types include MP3 file, JPEG file, *Microsoft PowerPoint* file and PDF file. Italicize titles of proprietary software.
- Use this format when citing files uploaded by faculty into Blackboard.

E-mail

Loyd, Greg. "Welcome to English 1101." Message to Shelly Mudgett. 24 June 2009. E-mail.

Image

Portrait of Ella Fitzgerald. 1946. American Memory, Lib. of Cong. *William P. Gottlieb - Photographs from the Golden Age of Jazz*. Web. 9 Feb. 2009.

iTunes

Robert E. Lee: His Life and Legacy. Blue Ridge PBS, 2 June 2009. iTunesU. 12 June 2009.

Microsoft Word Document downloaded from Blackboard

Euridge, Gareth, and Sherry Lohmeyer. "Guidelines for Interpreting Results from Turnitin." N.d. ENC 1101 Blackboard site, Tallahassee Community College. *Microsoft Word* file.

PowerPoint Presentation

Pausch, Randy. "Time Management." University of Virginia, 2007. *Microsoft PowerPoint* file.

PDF

Williams, Juanita. "Nature vs. Nurture." Dept. of History and Social Sciences, Tallahassee Community College, 6 July 2008. PDF file.

Song

Davis, Miles. "Blue in Green." Sony Music, 1959. MP3 file.

CITATION EXAMPLES: Library Electronic Databases

CITATION EXAMPLES: Library Electronic Databases

- Magazines and scholarly journals are cited just as they are in print sources for volume and date. Refer to page 8 of this guide for additional examples.
- If a database offers a PDF version of an article, use the PDF version in your citation.
- Include page numbers as indicated in the citation information given in the database or as provided in the PDF. Write n. pag. whenever the article page numbers are unknown.
- Italicize the database name.
- Use the format Web.

Journal: Basic Format

Author's Last Name, First Name. "Title of Article." *Journal Title* volume number.issue number (year): page number range of entire article. *Database name*. Web. Date accessed.

Magazine: Basic Format

Author's Last Name, First Name. "Title of Article." *Magazine Title* day month (abbreviated) year: page number range of entire article. *Database name*. Web. Date accessed.

Academic Search Complete

- Journal Article

Miller, Kathleen E. "Wired: Energy Drinks, Jock Identity, Masculine Norms, and Risk Taking." *Journal of American College Health* 56.5 (2008): 481-90. *Academic Search Complete*. Web. 29 June 2010.

- Magazine Article

Fox, Steve. "Facebook vs. Reality: Who Needs to Get a Life?" *PC World* June 2009: 7. *Academic Search Complete*. Web. 15 June 2009.

African American Experience

- Audio File

Go Down Moses. Dir. John Andrew Ross. Perf. New England Spiritual Ensemble. Revel Records, 1997. *African American Experience*. Web. 30 May 2009.

- Article or Chapter from a Book

"Hattie Thomas." *The American Slave: A Composite Autobiography*. Ed. George P. Rawick. Vol. 17. Westport: Greenwood, 1972. *African American Experience*. Web. 15 June 2009.

- Book

Larsen, Nella. *Quicksand*. Westport: Greenwood, 1928. *African American Experience*. Web. 15 June 2009.

American History

➤ Video clip

Roosevelt, Franklin D. "On the Banking Crisis." 1933. *American History*. Web. 8 May 2009.

➤ Audio clip

King, Martin Luther, Jr. "Martin Luther King Jr.: I Have a Dream Speech." 1963. *American History*. Web. 15 June 2009.

Biography Resource Center

➤ Book (one volume in a multivolume set)

"Barack Obama." *Contemporary Black Biography*. Vol. 49. Thomson Gale, 2005. *Biography Resource Center*. Web. 28 May 2009.

Business Source Complete

Lee, Elaine. "Do Good, Get Rich." *Black Enterprise* May 2008: 72-75. *Business Source Complete*. Web. 15 June 2009.

CQ Researcher

➤ View PDF version of article to locate the page numbers.

Clemmitt, Marcia. "Health-Care Reform." *CQ Researcher* 11 June 2010: 505-28. *CQ Researcher*. Web. 25 June 2010.

Education Research Complete

"Beyond „Boxers or Briefs?": New Media Brings Youth to Politics Like Never Before." *Phi Kappa Phi Forum* 88.2 (2008): 14-16. *Education Research Complete*. Web. 15 June 2009.

Fergusons Career Guidance Center

➤ Video

"Nursing." *EMTs, Nurses, Therapists, and Assistants*. Films Media Group. N.d. *Ferguson's Career Guidance Center*. Web. 15 June 2009.

➤ Article or Chapter from a Book

"Registered Nurses." *Exploring Health Care Careers*. 3rd ed. New York: Ferguson, 2006. *Ferguson's Career Guidance Center*. Web. 22 Apr. 2009.

FMG

Shakespeare's Globe. Films Media Group, 2005. *FMG on Demand*. Web. 15 June 2009.

Gale PowerSearch

➤ PowerSearch is a collection of five different databases (*Academic OneFile, General OneFile, General Reference Center Gold, Gale Virtual Reference Library and Professional Collection*). Use the database referenced in the article for your citation.

"Tweet Child O' Mine: How Twitter Is Changing Music." *Billboard* 30 May 2009: 22-27. *General OneFile*. Web. 15 June 2009.

Health and Wellness Resource Center

Burnfeind, Daniel B. "Genetics, Melanomas, and Teens" Indoor Tanning." *Dermatology Nursing* 21.1 (2009): 53-54. *Health and Wellness Resource Center*. Web. 5 Apr. 2009.

JSTOR

Heydt-Stevenson, Jill. "Slipping into the Ha-Ha: Bawdy Humor and Body Politics in Jane Austen's Novels." *Nineteenth-Century Literature* 55.3 (2000): 309-339. *JSTOR*. Web. 13 Sept. 2006.

Literature Online

Lepschy, Wolfgang. "A MELUS Interview with Ernest J. Gaines." *MELUS* 24:1 (1999): 197-208. *Literature Online*. Web. 12 Jan. 2009.

Literature Resources from Gale

Robertson, Bryan. "Top-Notch Churchill." *The Spectator*. 11 Sept. 1982: 25. Rpt. in *Drama Criticism*. Ed. Lawrence J. Trudeau. Vol. 5. Detroit: Gale, 1995: 25. *Literature Resources from Gale*. Web. 15 June 2009.

netLibrary (electronic books)

Kalstone, Shirlee. *Good Cat!: A Proven Guide to Successful Litter Box Use*. Hoboken: Wiley, 2005. *NetLibrary*. Web. 25 Oct. 2006.

New York Times Historical Edition

"Against Women Voting." *New York Times* 4 Dec. 1905: 6. *New York Times Historical*. Web. 16 May 2004.

NewsBank

"Drilling Off Florida Coast Still a Bad Idea." Editorial. *Miami Herald* 22 Apr. 2009: A16. *NewsBank*. Web. 15 June 2009.

Kahn, Chris, and Sandy Shore. "Study: Jobs in Fledgling Green Sector Growing." *Associated Press News Service*. 10 June 2009: n.p. *NewsBank*. Web. 11 June 2009.

OmniFile Full Text Mega

Carr, Nicholas. "Is Google Making Us Stupid?" *Atlantic Monthly* 302.1 (2008): 56+. *OmniFile Full Text Mega*. Web. 16 June 2009.

Opposing Viewpoints Resource Center

➤ Viewpoints (selection from an anthology or edited book)

Chapman, Steve. "Age Restrictions on Alcohol Reduce Teen Drinking." *Opposing Viewpoints: Teens at Risk*. Ed. Auriana Ojeda. San Diego: Greenhaven, 2004: n. pag. *Opposing Viewpoints Resource Center*. Web. 16 June 2009.

➤ Magazine or Newspaper

Hollenbach, David. "Human Rights, Justice and the World Church." *America* 30 Oct. 2006: 10. *Opposing Viewpoints Resource Center*. Web. 16 June 2009.

Oxford Art Online

Thomson, Belinda. "Gauguin, Paul." *The Oxford Companion to Western Art*. Ed. Hugh Brigstocke. 2001. *Oxford Art Online*. Web. 16 June 2009.

➤ Image

Gauguin, Paul. *Nave Nave Mahana („Delightful Days“)*. 1896. Musée des Beaux-Arts, Lyon. *Grove Art Online*. *Oxford Art Online*. Web. 16 June 2009.

Pop Culture Universe

Graves, Mark A., and F. Bruce Engle. "War Film." *Blockbusters: A Reference Guide to Film Genres*. Westport: Greenwood, 2006: N. pag. *Pop Culture Universe*. Web. 3 Dec. 2009.

SIRS Knowledge Source

➤ Knowledge Source is a collection of four different databases (*SIRS Issues Researcher*, *SIRS Government Reporter*, *SIRS Renaissance*, *SIRS WebSelect*). Use the database referenced in the article for your citation.

Roane, Kit R. "Pitfalls for Parents." *U.S. News & World Report* 6 June 2005: 56-58. *SIRS Researcher*. Web. 8 May 2003.

PARENTHETICAL DOCUMENTATION

PARENTHETICAL DOCUMENTATION

After completing your research and selecting your sources, it's time to start writing the essay. Any information used within a research essay, whether quoted or paraphrased, must include a parenthetical citation, as well as a corresponding citation in the Works Cited page. The parenthetical citation is simply a brief reference to where the information was obtained. Most often it includes the author's last name and the page number from where the information was taken.

Example:

In an even more provocative move, researchers are demonstrating that a vegetarian diet has the power to "shrink tumors, bolster immunity, counteract the toxicity of a conventional [cancer] therapy and even reverse some cancers" (O'Connor 57).

Refers to...

O'Connor, Amy. "A Nutritional War on Cancer." *Vegetarian Times* May 1996: 56-65. Print.

General Rules:

- Use in-text parenthetical notes for direct quotations; for paraphrases or summaries of someone else's words; and for facts, figures, or ideas that are the result of someone else's effort.
- You do not need to identify a source of information that is common knowledge or belief. *For example:* The American Civil War lasted from 1861-1865 during which time hundreds of thousands of men lost their lives.
- If there is no author, include the first word or words in the title in quotation marks.
- The author may be omitted if mentioned in the same sentence or if referenced previously within the same paragraph.
- Following the author, include the page number from which the quoted information was taken. Page numbers may be omitted when referencing an entire work or a website.
- Place the parenthetical note as near as possible to the material documented and where a pause would occur, such as after a comma or at the end of a sentence.

One Work by Two or Three Authors:

Vegetarianism means the custom of eating foods exclusively from plants and abstaining from all meat and, for some, dairy products (Dupler and Frey).

One Work by More Than Three Authors:

Active markets existed in Medieval Europe (Lassiter et al. 67).

Two or More Works by Same Author:

➤ If you do not identify an author in the text and are using more than one source by that author, include the author's name and part of the title with the page number(s).

Americans might, therefore, find it difficult to believe that, in fact, "Most people throughout the world have eaten primarily vegetarian foods until recently. It is still the way that most of the world eats" (Ornish, *Stress* 144).

➤ If you identify an author in the text and are using more than one source by that author, include the title or a shortened version and the page number(s).

"With only drugs and surgery," Ornish argues, "the best we can hope for is symptomatic relief, a truce, a forestalling of further disease and death" (*Stress* 10).

Organization or Institution as Author:

➤ Corporate authors or organizations may be abbreviated. Common abbreviations are Amer. (America, American), Assn. (association), Dept. (department), Natl. (national), Org. (organization) and Univ. (university).

New diseases are a constant threat and "research needs to have more funding in order to keep up" (Natl. Research Council on Health and Medicine 2-4, 6-9).

Author Named in Text:

Daugherty maintains that the Gray Panthers "single-handedly galvanized attention to the plight of America's elders" (25).

Website:

➤ Websites generally do not have page numbers; therefore, no pagination is given.

These residents ate only what they could grow within the seven biomes, a diet consisting chiefly of grains, beans, bananas, papayas, greens and vegetables (Laino).

Work with no Author:

➤ When a work does not have an author, cite only the title and page number. A shortened version of the title may be used but always begin with the word by which it is alphabetized and used in the Works Cited.

According to recent statistics from the U.S. Department of Agriculture, Americans "ate an average of 30 pounds per person of the crispy potato sticks in 1995" – more than three times the amount ingested in 1965 ("Surprise" C3).

Block Quotation

➤ If a quotation has more than four typed lines, set it off from the text. Begin a block quotation on a new line and indent each line one inch from the left margin. Be sure to double-space the entire quotation. Do not add quotation marks. A colon usually introduces the quotation. Unlike normal quotations, the parenthetical citation is given after the end punctuation of the quotation.

Ornish explains the reason for his theory:

There is no cholesterol in fruit, vegetables, grains, beans, or any plant-based food. While fat is found in almost all foods, it is usually highest in those of animal origin. Also, most animal fat is saturated, while most vegetable fat... is unsaturated. Saturated fat tends to raise blood levels of cholesterol, while unsaturated fat tends to reduce it. (144)

Indirect Sources

➤ When you paraphrase or quote information that has been quoted from another source, you must put “qtd.” before the indirect source.

Although most Americans clearly continue to relish their animal products and “junk foods,” over 12.4 million of them – which amounts to nearly 7 percent of the population – now identify themselves as vegetarians, concluded a 1992 survey conducted by the research firm Yankelovich, Clancy, Shulman (qtd. in Krizmanic 74).

Poetry or Song Lyrics

➤ You may quote up to three lines of poetry by incorporating the quotation within the text. Use a slash with a space on each side (/) to show line breaks. If the poet's name and title of the poem are in the sentence, add only the line numbers (instead of page numbers). More than three lines will need to be indented.

Emerson's “Concord Hymn” is best known for the line: “Here once the embattled farmers stood / And fired the shot heard round the world” (3-4).

Common Literature

➤ In citing a play, omit page numbers. Instead, cite by title of play or book followed by the act number, scene number, stanza number and/or line number or book. Abbreviate titles.

Antony rises to deliver his famous funeral oration: “Friends, Romans, countrymen, lend me your ears; / I come to bury Caesar, not to praise him” (*Juli. Caes.* 3.2.73-74).

➤ Include the title of the work, title of the book and chapter or section number as appropriate.

The biblical speech found in many wedding ceremonies was originally given by Ruth to her mother-in-law (*Everyday Bible*, Ruth 1:16).