



# Fullerton College Library

## Preparing the MLA List of Works Cited

Citation rules are from the *MLA Handbook for Writers of Research Papers*, 7<sup>th</sup> edition. Copies of the handbook are available in the reference area, on the 2<sup>nd</sup> floor (for checkout), and on reserve. Call# LB 2369 G53 2009. View the FCL online guide at: <http://bit.ly/fclibmla>. DOUBLE-SPACE citations in Times New Roman 12 point font.

### — Citing Books —

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#### Information You Need to Gather:

1. Author's or editor's **Last Name, First Name**.
2. **"Title of the Chapter, Essay, or Article."**
3. **Title of the Book**.
4. **Editor**. (place here when there's also an author; **Ed. First then Last Name**)
5. **Edition**. (starting with second edition, if applicable, abbreviated **2nd ed.**)
6. **Volume**. (if applicable, abbreviated **Vol. 2.**)
7. **City of Publication**:
8. **Publisher**,
9. **Year of publication**.
10. **Page numbers**. (required if citing a chapter in a book)
11. For ebooks, include the **Database Name or Website**.
12. **Medium**. (**Print** or **Web**)
13. For ebooks, include access **Day Month\* Year**.

\* **Abbreviate all months** (e.g., Jan., Mar.)  
except May, June, and July

#### Other Abbreviations:

- rpt.** = reprint
- n.p.** = no place of publication given or no publisher given
- n.d.** = no date of publication given
- n. pag.** = no pagination given

### — Examples for Citing Books —

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Eisenberg, Michael B., Carrie A. Lowe, and Kathleen L. Spitzer. *Information Literacy: Essential Skills for the Information Age*. 2nd ed. Westport: Libraries Unlimited, 2004. Print.

James, William. *The Varieties of Religious Experience: A Study in Human Nature*. New York: Longmans, 1911. *Google Books*. Web. 10 Nov. 2012.

Quandt, William B. *Peace Process: American Diplomacy and the Arab-Israeli Conflict Since 1967*. 3rd ed. Washington: Brookings Inst., 2005. *eBook Collection*. Web. 17 Aug. 2012.

### — Examples for Citing Works in Anthologies —

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Chideya, Farai. "Homophobia: Hip-Hop's Black Eye." *Step into a World: A Global Anthology of the New Black Literature*. Ed. Kevin Powell. New York: Wiley, 2000. 95-100. Print.

Ravichandran, V. "Biotechnology Will Reduce Food Insecurity." *Food Insecurity*. Ed. Louise I. Gerdes. Detroit: Greenhaven, 2012. Print. Rpt. of "Food Security Depends on the Truth of Science." *Truth about Trade and Technology*. 2011.

## — Examples for Articles in Reference Books —

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Jones, Sydney J. "Syrian Americans." *Gale Encyclopedia of Multicultural America*. Ed. Jeffrey Lehman. 2nd ed. Vol. 3. Detroit: Gale, 2000. Print.

"Organic." *Merriam-Webster's Collegiate Dictionary*. 11th ed. 2006. Print.

Santora, Patricia B. and Jack E. Henningfield. "Nicotine." *Tobacco in History and Culture: An Encyclopedia*. Ed. Jordan Goodman. Vol. 2. Detroit: Charles Scribner's Sons, 2005. 387-92. *Gale Virtual Reference Library*. Web. 17 Aug. 2012.

## — Citing Articles from Journals, Magazines, and Newspapers —

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### Information You Need to Gather:

1. Author's or editor's **Last Name, First Name**.
2. **"Title of Article."**
3. **Name of the Journal, Magazine, or Newspaper**
4. If accessed from a website, include website **Publisher or Sponsor Name**.
5. For journals - **volume #, issue # (year): page range**. (if not available, use **n. pag.**)  
For magazines - publication **day Month\* year: page range**. (if not available, use **n. pag.**)  
For newspapers - **day Month\* year, Edition** (if available): **Section page(s)**. (if not available for database or print, use **n. pag.**; not necessary if accessed via Web)
6. If accessed from a database, include the **Database Name**.
7. **Medium. (Print or Web)**.
8. For online articles, include access **day Month\* year**.

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\*Abbreviate months (e.g., Jan., Mar., Apr.)  
except May, June and July

## — Examples for Citing Journal Articles —

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Keown, Damien. "Are There 'Human Rights' in Buddhism?" *Journal of Buddhist Ethics* 2 (1995): 3-27. Web. 17 Aug. 2012.

Mathews, Samuel, and Thomas Jones. "Electronic Communication in Large Organizations." *Technical Communication* 39.2 (1993): 60-65. Print.

McRae-Clark, Aimee, et al. "Stress- and Cue-Elicited Craving and Reactivity in Marijuana-Dependent Individuals." *Psychopharmacology* 218.1 (2011): 49-58. *Academic Search Premier*. Web. 28 Nov. 2012.

Miller, Allison L., Brenda L. Volling, and Nancy L. McEwain. "Sibling Jealousy in a Triadic Context with Mothers and Father." *Social Development* 9.4 (2000): 433-57. *Psychology and Behavioral Science Collection*. Web. 17 Aug. 2012.

## — Examples for Citing Magazine Articles —

Gekas, Alexandra. "The Race to Be First." *Newsweek*. Newsweek. 26 Jan. 2007. Web. 17 Aug. 2012.

"Global Warming." *Time* 3 Apr. 2006: 28-33. *Academic Search Premier*. Web. 17 Aug. 2012.

Mehta, Pratap Bhanu. "Exploding Myths." *New Republic* 6 June 1998: 17-19. Print.

## — Examples for Citing Newspaper Articles —

Heath, Brad. "Traffic Set to Slow as Stimulus Gears Up." *USA Today* 4 May 2009: n. pag. *Academic Search Premier*. Web. 17 Aug. 2012.

Leonhardt, David. "Rents Head Up as Home Prices Put Off Buyers." *New York Times*. New York Times. 25 Aug. 2005. Web. 17 Aug. 2012.

"Study Ties Self-Delusion to Successful Marriages." *New York Times* 2 Jan. 1998, late ed.: A11+. Print.

## — Citing Sources on the Web —

### Information You Need to Gather:

1. Author's **Last Name, First Name**.
2. **"Title of the Web Page or Article."**
3. **Name of Website**.
4. **Publisher or Sponsor of the site**, (if not available, use **N.p.**)
5. **Publication day Month\* year**. (if not available use **n.d.**)
6. **Medium. (Web)**
7. Access **day Month\* year**.

\*Abbreviate all months (e.g., Jan., Mar.)  
except May, June, July

The 2009 update does not require the URL for websites; however, if your instructor requires this, add the address at the end of the citation in brackets: <<http://www.library.fullcoll.edu>>.

## — Examples for Web Sources —

Coseru, Christian. "Mind in Indian Buddhist Philosophy." *The Stanford Encyclopedia of Philosophy*. Stanford U, 12 Oct. 2012. Web. 15 Nov. 2012.

Dunlap, David W. "Photo That Was Hard to Get Published, but Even Harder to Get." Weblog entry. *The New York Times Blogs (Lens)*. The New York Times, 28 Mar. 2013. Web. 16 Apr. 2013.

Eun, Lee Yoo. "Anonymous Hacks North Korean Sites, Reveals South Korean Users." Weblog entry. *Global Voices*, Global Voices. 5 Apr. 2013. Web. 16 Apr. 2013.

JeffcoLibrary. "Information Literacy." Online video clip. *YouTube*. 8 Mar. 2012. Web. 21 Nov. 2012.

"Obama Statement on Boston Terror Attack." Online video clip. *CNN*. Cable News Network, 9 Apr. 2013. *YouTube*. Web. 18 Apr. 2013.

"Obesity Society Supports Efforts to Reduce Consumption of Sugar-Sweetened Beverages." *Obesity Society*. The Obesity Society, 31 May 2012. Web. 15 Nov. 2012.

“The Suicide Plan.” Narr. Will Lyman. *Frontline*. PBS. WGBH, 13 Nov. 2012. *PBS.org*. Web. 15 Nov. 2012.

Swinson, Jo. “False Beauty in Advertising and the Pressure to Look ‘Good’.” Opinion. *CNN.com*. Cable News Network, 10 Aug. 2011. Web. 15 Nov. 2012.

## — Citing Government Publications —

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### Information You Need to Gather:

1. If you do not know the writer of the document, use the government agency as author: **Name of Government. Name of Agency**. If known, the author may begin the citation or go after publication.
2. **Title of Publication**.
3. If known, author can follow the title after **By, Ed., or Comp**.
4. If work has print publication data, include **City of Publication**:
5. If work has print publication data, include **Publisher**,
6. **Publication date**.
7. **Title of Database or Website**.
8. **Medium. (Print or Web)**
9. If medium is Web, include access **date Month Year**.

## — Examples for Government Documents —

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- United States. Dept. of Agriculture. *Let's Eat for the Health of It*. Washington: GPO, 2012. Web. 21 Nov. 2012.
- . Dept. of Justice. Office of Juvenile Justice and Delinquency Prevention. *Law Enforcement and Juvenile Crime*. By Howard N. Snyder. 2001. *National Criminal Justice Reference Service*. Web. 15 May 2012.
- . Dept. of State. *U.S. Climate Action Report-2010: Fifth National Communication of the United States of America under the United Nations Framework Convention on Climate Change*. Washington: GPO, 2010. *U.S. Department of State*. Web. 15 Nov. 2012.
- . National Center for Education Statistics. “Table 396: Distribution of Earnings and Median Earnings of Persons 25 Years Old and Over, by Highest Level of Educational Attainment and Sex: 2010.” *Digest of Education Statistics*. Sept. 2011. Web. 21 Nov. 2012.

## Other Sources

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- Chronicle Career Publications. *Handwriting Analysts*. Moravia: Chronicle Guidance Pub., 2012. *Chronicle Career Library*. Web. 20 May 2013.
- Grapes of Wrath*. Dir. John Ford. Perf. Henry Fonda, Jane Darwell, and John Carradine. 1940. Twentieth Century Fox, 2004. DVD.
- “India: Country Overview.” 17 July 2008. *CountryWatch*. Web. 5 Nov. 2011.
- James, John S. “Combination Drug Treatment May End the AIDS Crisis.” *Opposing Viewpoints: AIDS*. Ed. Tamara L. Roleff and Charles P. Cozic. *Gale Opposing Viewpoints in Context*. Web. 5 Nov. 2011.
- Masci, David. “Future of Marriage.” *CQ Researcher* 7 July 2004: 397-420. *CQ Researcher Online*. Web. 5 Nov. 2011.

Matisse, Henri. *The Red Room, Issy-les-Moutineaux*. 1911. Oil on canvas. The Museum of Modern Art, New York. *The Metropolitan Museum of Art*. Web. 11 May 2015. Digital Image.

Research & Analysis Unit at the Chancellor's Office. "Community College Enrollment Statistics." *RAND California*. Web. 5 Nov. 2011.

*Upper Part of Figurine of the Goddess Isis*. 305-30 B.C.E. Faience. Brooklyn Museum. *Art Project*. Google. Web. 11 May 2015. Digital Image.

"Week in Politics: Gun Control, Immigration, Obama, Budget." Transcript. *All Things Considered*. NPR. 12 Apr. 2013. *LexisNexis Academic*. Web. 18 Apr. 2013.

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## MLA Guidelines

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### Abbreviations (7.5)

When abbreviating titles and publisher information, omit articles (A, An, The), business abbreviations (Co., Corp., Inc., Ltd.), and descriptive words (Books, House, Press, Publishers). When citing a university press, however, always add the abbreviation "P" (Ohio State UP) because the university itself may publish independently of its press (Ohio State U)." If the publisher's name includes the name of one person (Harry N. Abrams, W.W. Norton, John Wiley), cite the surname alone (Abrams, Norton, Wiley).

### Alphabetization (5.3.3)

Arrange citations in alphabetical order by author's last name or title if the author's name is unknown.

### Authors (5.5.4)

One author: Last Name, First name. Two authors: Last Name, First name, and First name Last Name. Three authors: Last Name, First name, First name Last Name, and First name Last Name. Four authors: Last Name, First name, et al. OR in same format as three authors.

### Capitalization of Titles and Subtitles of Works (3.6.1)

In a title or subtitle, capitalize the first word, the last word, and all principal words, including those that follow hyphens in compound terms: nouns, pronouns, verbs, adjectives, adverbs, or subordinating conjunctions. Do not capitalize: articles, prepositions, or coordinating conjunctions unless they begin the title or subtitle.

### Editions (5.5.13)

A book with no edition number or name on its title page is usually a first edition. When you use a later edition of a work, [also] identify the edition in your entry by number (2<sup>nd</sup> ed., 3<sup>rd</sup> ed., 4<sup>th</sup> ed.), by name (Rev. ed.; Abr. ed.), or by year (2008 ed.) — whichever the title page indicates.

### Margins (4.1)

Margins should be one inch top, bottom, left and right. Begin first line at left margin and indent ("hanging indentation") subsequent line(s) ½" from the margin when entries run more than one line.

### Publication Information (5.5.2)

Provide the city of publication, the publisher's name, the year of publication, and the medium of publication consulted. Take these facts directly from the book... Use a colon between the city of publication and the publisher; a comma between the publisher and the date, and a period after the date... If several cities are listed in the book, give only the first. It is not necessary to identify a state, province, or country after the city name...Example: ... Columbus: Ohio State UP, 2008.

### Titles, Affiliations, and Degrees (5.5.2)

In general, omit titles, affiliations, and degrees that precede or follow names.

### Works Cited List Placement (5.3.2)

The list of works cited appears at the end of the paper. Begin on a new page. Number each page in the upper right-hand corner, half an inch from the top and flush with the right margin. Center the title, Works Cited, an inch from the top of the page. Double-space the entire list.

**When in Doubt,  
Ask a Librarian!**

Sample  
Works Cited

- California. Dept. of Education. "Ethnic Enrollment Statistics—Orange County." *RAND California*. Web. 5 Nov. 2011.
- Eisenberg, Michael B., Carrie A. Lowe, and Kathleen L. Spitzer. *Information Literacy: Essential Skills for the Information Age*. 2nd ed. Westport: Libraries Unlimited, 2004. Print.
- Gekas, Alexandra. "The Race to Be First." *Newsweek*. Newsweek. 26 Jan. 2007. Web. 17 Aug. 2012.
- "Global Warming." *Time* 3 Apr. 2006: 28-33. *Academic Search Premier*. Web. 17 Aug. 2012.
- Heath, Brad. "Traffic Set to Slow as Stimulus Gears Up." *USA Today* 4 May 2009: n. pag. *Academic Search Premier*. Web. 17 Aug. 2012.
- JeffcoLibrary. "Information Literacy." Online video clip. *YouTube*. YouTube, 8 Mar. 2012. Web. 21 Nov. 2012.
- Keown, Damien. "Are There 'Human Rights' in Buddhism?" *Journal of Buddhist Ethics* 2(1995): 3-27. Web. 17 Aug. 2012.
- Mathews, Samuel, and Thomas Jones. "Electronic Communication in Large Organizations." *Technical Communication* 39.2 (1993): 60-65. Print.
- McRae-Clark, Aimee, et al. "Stress- and Cue-Elicited Craving and Reactivity in Marijuana-Dependent Individuals." *Psychopharmacology* 218.1 (2011): 49-58. *Academic Search Premier*. Web. 28 Nov. 2012.
- Miller, Allison L., Brenda L. Volling, and Nancy L. McEwain. "Sibling Jealousy in a Triadic Context with Mothers and Father." *Social Development* 9.4(200):433-57. *Psychology and Behavioral Science Collection*. Web. 17 Aug. 2012.
- United States. Dept. of Agriculture. *Let's Eat for the Health of It*. Washington: GPO, 2012. Web. 21 Nov. 2012.