

Properly Using The MLA Format to Cite Sources *Within Your Work*

Still confused about citing sources *within your essays* using MLA style? Take a look at these examples:

{Note: The MLA (Modern Language Association) style is used in all Odyssey Academy departments grades 7-12.}

When you are using any source other than yourself, you always need to make reference to this source both at the conclusion of your paper (in your Works Cited page) and within the body of the text itself. Here are some examples:

(The following examples do not encompass all the citation types for the M.L.A. formatting style. Yet, these should provide you with most of the information you should need. If one of your sources cannot be cited using one of the following examples, please refer to your M.L.A handbook, The Everyday Reader. If you are still perplexed, please leave a note for us in your project, email us, or call us on the telephone.)

When you are quoting any source word for word, you need to put the words you used in quotation marks. When you are not quoting word-for-word, you don't need to use quotes, but you do need to list your source at the end of each sentence. When quoting a source that lists the author, state the last name of the author followed by the page number where you found the information.

Example) The state of Oregon has a fairly mild climate although it “receives a large amount of precipitation during the winter season” (Auburn 22).
The above example shows the second half of the sentence was directly quoted from another source, written by someone with the last name of “Auburn.” The quote was found on page 22.

Example) The state of Oregon has a fairly mild climate although it rains often during December, January, and February (Auburn 22).

The above example shows the information used was found from a source written by someone with the last name of Auburn. The information was found on page 22. The information was not directly quoted word-for-word. This person put Auburn's words in his/her own words.

Example) According to Dr. Rowland Auburn, a renowned meteorologist, the state of Oregon “receives a large amount of precipitation during the winter season” (22).
If you state the name of the author as you are writing, you need only to list the page number at the end of the sentence. Sometimes, unfortunately, you aren't always given the name of the source's author. In these cases, you need to use the title of the work. Use the full title if the source if the title is brief, otherwise, give a shortened version. Again, list the page number following the title of the source.

Example) Many people visit the ancient Mayan ruins each year; travel experts estimate as many as 35,000 tourists journey there annually (“Mayan Ruins” 158).
In this case, we used a shortened version of the full title of the source we used. The original title was “Mayan Ruins: The Ancient Alive.” This title is too long to include; we shortened it so our reader can reference the source in our Works Cited page. Once again, if we had quoted the original work word-for-word, we would have put quotation marks around the other author's words.

When you are quoting the Bible, identify quotations by chapter and verse. Spell out the names of the books as you mention them in your essay. When you put the source in parenthesis at the end of the sentence, abbreviate the name of the book if it's more than five letters long.

Example) God honors those who fear Him and those who “delight in the law of the Lord” (Psalm 1:2).

Example) According to the writer of the book of Psalms, God honors those who fear Him and those who “delight in the law of the Lord” (1:2).

Example) In the Great Commission, Jesus said to “go and make disciples of all nations” (Matt. 28:19).

Properly Using The MLA Format to Cite Sources in a “Works Cited” Page (Bibliography)

**Confused about citing sources in MLA style in a Works Cited page?
(In MLA format, the Bibliography is entitled “Works Cited.”)**

Take a look at these examples:

FOR A BOOK, TEXTBOOK, BIBLE, OR SOS CURRICULUM

Book or textbook:

Author’s last name, first name. Title of book. Place (city) of publication: Publisher: year of publication.

Example:

Henley, Patricia. The Hummingbird House. Denver: MacMurray and Beck, 1999.

Bible:

Example: (Do not list an author.)

New International Version. John R. Kohlenberger, general editor. Nashville: Holman Bible Publishers, 1986.

SOS curriculum:

Example:

Von Dohlen, Donald. OdysseyWare. Chandler: Alpha Omega Publications: 2001.

For a reference book or encyclopedia:

Title of Article. Title of encyclopedia. Year of edition.

Example:

“Jamaica.” Encyclopedia Britannica. 1999 ed.

For an electronic website:

Author’s last name, first name. Name of page. Date of posting. (date article was put onto website). Name of organization affiliated with website. Date of access (date in which you read article or visited site). < web address >.

Example:

Felluga, Dino. Undergraduate Guide to Literary Theory. December 17, 1999. Purdue University. November 15, 2000. <<http://omni.cc.purdue.edu/>>.

For an article on an electronic website:

Author's last name, first name. "Title of Article." Name of website. Date of posting (date article was put onto website). Name of organization affiliated with website. Date of access (date in which you read article or visited site. < web address >.

Example:

Poland, Dave. "The Hot Button." Roughcut. September 16, 1997. Turner Network Television. October 28, 1998 <<http://roughcut.com/>>.

For an official state website:

Author's last name, first name. "Name of Article." Date of posting.. Name of organization. Date of access. < web address >.

Example: Author unknown.

"Arizona at Your Service." July 12, 2001. State of Arizona. October 25, 2001. <<http://www.az.gov/webapp/portal/>>.

For an article in a reference database from a website:

Author's last name, first name. "Title of Article." Name of database. Date of access. < web address >.

Example:

Brockenbrough, Martha. "The Physiology of Fear." Encarta Encyclopedia Online. October 25, 2001. <<http://encarta.msn/>>.

For an article in a reference database on CD-ROM:

"Title of Article." Title of CD. CD-ROM. City of Publication: Publisher: Date of CD.

Example:

"World War II." Encarta. CD-ROM. Seattle: Microsoft, 1999.

The following page shows an example of a works cited page. This information should be placed on its own page at the very end of an essay. Please note all lines are double-spaced. In each separate work, the second and all lines thereafter (if the citation is more than one line long) are indented by a space of one tab. The lines are in alphabetical order according to the first word in each cited work.

Works Cited

“Arizona at Your Service.” July 12, 2001. State of Arizona. October 25, 2001.

<<http://www.az.gov/webapp/portal/>>.

Brockenbrough, Martha. "The Physiology of Fear." Encarta Encyclopedia Online.

October 25, 2001. <<http://encarta.msn/>>.

Felluga, Dino. Undergraduate Guide to Literary Theory. December 17, 1999. Purdue

University. November 15, 2000. <<http://omni.cc.purdue.edu/>>.

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“Jamaica.” Encyclopedia Britannica. 1999 ed.

New International Version. John R. Kohlenberger, general editor. Nashville: Holman Bible Publishers, 1986.

Poland, Dave. “The Hot Button.” Roughcut. September 16, 1997. Turner Network Television. October 28, 1998 <<http://roughcut.com/>>.

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Von Dohlen, Donald. OdysseyWare. Chandler: Alpha Omega Publications: 2001

“World War II.” Encarta. CD-ROM. Seattle: Microsoft, 1999.