These are guidelines for how to format your Works Cited page. Place everything in alphabetical order. Understand that nobody has these guidelines memorized. Professors have to look up this information all the time. Learn how to use your Writer’s Resource!

These guidelines can be found in either your A Writer’s Resource or in an MLA book. Take the time to notice punctuation and the order of items. If you do not have all of the information listed, that is fine. Just omit what you do not have, but keep the order the same.

If you encounter a source that confuses you or that you cannot figure out how to cite, EMAIL YOUR PROFESSOR.

Book
Author’s last name, author’s first name. Title of the book. Place of publication: Publisher, date of publication.

Note the indentation on the second line. It is like a reverse paragraph.

If there are multiple titles in your book, i.e., a large title followed by a smaller one, separate the 2 titles with a colon.


Original Publication Date. Publication date of your specific edition.

If there are 2 authors, list them in the order they appear on the title page.


Abbreviate “University” and “Press” into “U” and “P.”

Book with an editor(s)

Note that “ed.” and “eds.” stands for “editor(s).” They always follow the last editor listed, when the editor is listed before the title.

MLA Tips

Book with an author and an editor

In this instance, the author comes first. The editor follows the title. Notice that “Ed.” comes before the editor’s name. Read this as “edited by.”

Anthology (or chapter/article in an edited book)
Author’s last name, author’s first name. “Title of chapter or article in quotation marks.” *Title of Book and/or Anthology*. Editor. Place of publication: Publisher, Date. Page numbers of article.


Tip for URLs when using Word:
To avoid Word automatically turning your URL web addresses into hyperlinks, you must disable this feature. Go to “Tools,” then “AutoCorrect Options,” then “Auto Format as You Type.” Remove the check mark next to “Internet and network paths with hyperlinks.”

Articles from Online Databases:
JSTOR, ProQuest, EBSCOHost, SAGE, Academic Search Premier, Literature Resource Center (LRC), Gale Net. Our UWG library has subscribed to these various databases, so that information must be included as well. The database is listed after the volume and page numbers.


List all of the pages of the article, not just the ones you cite.


Note that there is no period between the date of access and the URL.
Newspapers online
Make sure to provide the publication date—day, month, and year, or month and year.

Author last name, Author first name. “Title of Article in Quotation Marks.” Name of newspaper.
Date of publication. Date of access <abbreviated overly long URL>.

If there is no author, simply begin with the title of the article.


2008 <www.bbc.co.uk>.

Professor’s website
Professor last name, Professor first name. Title of the Site. Name of associated institution or
organization. Date of access <URL>.

If there is no title available for the website, use a term such as Home page, but without italics, underline, or quotation marks.

~mhenry>.

Henson, Keith. The Keith Henson Jazzpage. 3 May 2005 <http://home.earthlink.net/
~keithhenson>.

DVD
Title of Film. Director. Performers (if using a DVD, list the names on the DVD cover).
Videocassette or DVD. Distributor, year of release.

Garden State. Dir. Zach Braff. Perf. Zach Braff and Natalie Portman. DVD. 20th Century Fox,
2004.


Since this is not on DVD or VHS, omit that information.

TV Shows
“Episode Title.” Program Title. Name of the Network, City. Broadcast Date.