

Citation Format Preferred by Martha J. Bianco
 Modern Language Association (MLA) Style

Note: This is not an exhaustive list of examples; however, it does cover the most common sources that students use in my undergraduate courses. This reference guide is not a substitute for an MLA reference book.

General Format	In-text parenthetical (*indicate page number if appropriate, particularly if a direct quote)	Works Cited entry
BOOKS		
Single author (note placement of edition)	(Phillips 257)	Phillips, E. Barbara. <i>City Lights: Urban-Suburban Life in the Global Society</i> . 2nd ed. New York: Oxford University Press, 1996. (Note that this author uses an initial for her <u>first</u> name, which is why the initial comes first.)
Two authors (note commas in & order of names)	(Eggins and Slade 99)	Eggins, Suzanne W., and Diane Slade. <i>Analyzing Casual Conversation</i> . London: Casell, 1997. (Note that here only the first author chooses to use an initial when she publishes; in this case, it is her middle initial and comes after the first name, followed by a period and a comma.)
More than two authors and/or editor(s) (note period after "al.")	(Stewart et al. 19)	Stewart, Jon, Ben Karlin, and David Javerbaum, eds. <i>America (The Book)</i> . New York: Warner Books: 2004. (Note that the first author's name is listed last name first, but the other authors are listed first name first.)
More than one book (or other item) in same parenthetical	(Phillips 235; Stewart et al. 19)	(Both works are already listed above.)
ARTICLES		
academic journal (note: 25.3 refers to Vol. 25, Issue 3)	(Franken 112)	Franken, Lynn. "Carnival of Silence: Bakhtin and Hugo's Notre-Dame de Paris." <i>The Comparatist: Journal of the Southern Comparative Literature Association</i> 25.3 (May 2001): 110-32.
popular magazine, no author (authored version follows academic journal example)	("The Decade of the Spy" 26)	"The Decade of the Spy." <i>Newsweek</i> . 7 Mar. 1994: 25-27. (Note that in the Works Cited page, this entry would be alphabetized under "Decade," but would list the whole title as is: "The Decade of the Spy.")
newspaper article	(Dubay B6)	Dubay, Ann. "Revenge of the Pink Collars?" <i>The Oregonian</i> . 21 Mar. 2004: B6-7.
online article	(Harvey)	Harvey, Miles. "Welcome to Armageddon: The White House Hasn't Found Any Weapons of Mass Destruction Because It's Looking in the Wrong Place." <i>Rolling Stone</i> . 23 Mar. 2004. 31 Mar. 2004 < http://www.rollingstone.com/features/nationalaffairs/ >.

date of online source
(if available)

date source was
accessed

FILM and VIDEO		
DVD shown in class, based on earlier VHS version never shown in theatres	(Parinello)	Parinello, Will, dir. <i>Little Italy</i> . DVD. Goldhil Home Media I, 2004. Originally released on VHS by Mill Valley Film Group, 1995. (Note: Include the information most pertinent for the purpose of your citation and most useful for someone wanting to follow up. In the case of our class, the director is the most useful piece of information and, as such, goes first.)
DVD or VHS shown in class, based on original movie shown in theaters	(Moore)	Moore, Michael, dir. <i>Roger & Me</i> . VHS. Warner Studios, 1994. Produced by Dog Eat Dog Films and Warner Brothers, 1989.
DVD or VHS shown in class, based on television series	(Sarin)	Sarin, Vic, dir. <i>Millennium: Tribal Wisdom and the Modern World-Part 5: The Art of Living</i> . VHS. Home Vision Select, 1997. Produced by BBS and PBS, 1992.
Annenberg or other online streaming video	(<i>The Sixties</i>)	<i>The Sixties</i> . Streaming video on demand. Produced by WGBH Boston, 2000. 3 Mar. 2005 < http://www.learner.org/resources/series123.html >. (Note that in the Works Cited list, this would be alphabetized under “Sixties.”)
ONLINE SITES	<i>Note: for online articles and videos, see appropriate sections elsewhere.</i>	
Site with individual or organizational author	(Globalization Research Center)	Globalization Research Center. “What is Globalization? The Contest over Who and What to Believe.” <i>Going Global GRG Curriculum</i> . University of Hawaii and Manoa, 2002. 3 Mar. 2005 < http://earthwindow.com/grc2/narrative/ >.
Site with no clear author or date	(“Intelligent House”)	“Intelligent House.” <i>The Venus Project: The Redesign of a Culture</i> . The Venus Project, n.d. 2 Mar. 2005 < http://www.thevenusproject.com/intelli_house.htm >.
Lecture Guide with date	(Bianco)	Bianco, Martha J. <i>UNST 220 Understanding Communities, Module I Lecture Guide, Part I: Polis, Metropolis, Megalopolis-From Urban Specks to Global Cities</i> . 2005. 3 Mar. 2005 < http://www.marthabianco.com/Courses/Cities/Module-I/Lecgde1-1.html >.
Lecture Guide without date	(Bianco, <i>UNST 220, Module III</i>) (Note that to differentiate this parenthetical by Bianco from the first, an abbreviated form of the title is included.)	---. <i>UNST 220 Understanding Communities, Module III Lecture Guide, Part I: Community, Identity, and Place versus Space</i> . N.d. 3 Mar. 2005. < http://www.marthabianco.com/Courses/Cities/Module-III/Lecgde3-1.htm >. (Note that since this is the second entry by the same author, you type three hyphens and a period. Works by the same author are arranged in the Works Cited page alphabetically by title.)

LECTURES AND INTERVIEWS		
Class Lecture, with specific date	(Bianco)	Bianco, Martha J. "Community, Identity, and Space." Lecture presented in UNST 220: Understanding Communities. Portland State University, Portland. 3 Mar. 2005.
Class Lecture, no specific date (Avoid: Date your notes!)	(Bianco, "Community and Power")	---. "Community and Power." Lecture presented in UNST 220: Understanding Communities. Portland State University, Portland. 2005. (<i>If even year is not known, put N.d.</i>)
Interview	(Smith)	Smith, Jane. Personal interview. 12 Feb. 2005.
INDIRECT SOURCES		
Quoting a quote in another source (Avoid: Either read the actual source or use method below.)	Tönnies refers to <i>Gemeinschaft</i> as being based on "kinship ties and tradition" (qtd. in Phillips 275).	Phillips, E. Barbara. <i>City Lights: Urban-Suburban Life in the Global Society</i> . 2nd ed. New York: Oxford University Press, 1996. (Note: Unless you read the actual work by Tönnies, Tönnies will <i>not</i> appear in the Works Cited list.)
Referring to a work or author discussed in another source, without a direct quote	As Phillips notes, Tönnies emphasizes the role of family and tradition in his definition of <i>Gemeinschaft</i> (275).	As in the case above, only Phillips would appear in the Works Cited list. The page number (275) refers to the page in Phillips on which one can find the discussion about Tönnies's definition of <i>Gemeinschaft</i> .

Notes on punctuation around citations in text, block quotes, ellipses, square brackets, and the like:

Martha J. Bianco maintains that punctuation should always go outside of the parenthetical. Bianco states that if quotes are involved, "It is still important to keep punctuation outside of the parenthetical" (6). An exception to this is if the punctuation involved is a question mark or exclamation point. Bianco gives as an example the following: "What would you do in such a case?" (7). There, one would still put a period after the parenthetical, but the question mark goes inside of the quotation marks. Bianco adds, "Many students ask, 'What do we do if there is a quote inside of a quote?'" (8). She cautions that one must then put the inner quote inside single quotation marks 'like this' and the major quote inside of double quotes "like this." Note that the period in that last sentence remained inside the quotation marks. As you are reading this, you may be noticing that Bianco doesn't always give a page number every time she makes reference to her source. That's because the reader might find it distracting to read "(Bianco 7)" every other sentence. Insert the parentheticals

whenever appropriate and necessary, but not to the point of driving your reader to distraction. Do note, however, that most readers have the ability to skim over parentheticals, so they really are not that annoying.

Use a block quote whenever the quoted material exceeds three lines or so. MLA style requires that block quotes begin one inch from the left margin of the rest of the text and that they be double spaced, like the rest of the paper. One does not put quotation marks around a block quote, although if there is a quote within the block quote, it would take quotation marks.

Block quotes are the one exception to the rule about terminal punctuation going outside of a parenthetical. Note that in the case of a block quote, MLA puts the period at the end of the quote, *before* the parenthetical. (Bianco 35)

The next line of text following the block quote begins immediately after the block quote, indented in one tab space (half an inch). Bianco emphasizes that in the case of a reference in which the text includes the author's name, there is no need to add a parenthetical. For example, here we know that the author is Bianco. However, if we made reference to another source, such as *Hodges' Harbrace Handbook*, we would add the proper parenthetical (Hodges). Bianco reiterates the need, however, to include a parenthetical if there is a quotation (10).

Another question students have regards the proper use of ellipses (. . .) and [square brackets]. When typing ellipses, type **space-square bracket-period-space-period-space-period-square bracket -space** where you omit material from an original quote: "Medical thinking [. . .] stressed air as the communicator of disease" (qtd. in Gibaldi 87). If the ellipses coincide with the end of one sentence and the beginning of another, you will need a period either before or after the square brackets, depending on the situation. "In this case, the ellipses come before the end of a sentence [. . .]. A new sentence from the same quote begins" (15). "In this case, however, the ellipses come after the end of one sentence in place of omitted material before the beginning of a new sentence. [. . .] As you see, a new sentence begins" (Bianco 25). Notice the different placement of the final period either before or after the ellipses. You should also use square brackets around [*sic*], which is Latin (and therefore italicized) for "thus in the source," and is used when the original source contained an error or an exception to standard language. "An example would be here, where the author spells english [*sic*] without a capital 'E.'" We also use brackets to insert words or capital letters to make a quotation clearer. "When she [the mother] spoke, everyone listened [. . .]" (32). "[W]hen you begin a new sentence with quoted material that is not capitalized in the original, you insert the capitalized letter in square brackets" (32).