

# SOURCE IT...MLA Style Guide

Adapted from Peel District School Board, Program Dept

## Compiling a WORKS CITED PAGE

Glenforest Secondary School Resource Centre (2001)

### BOOK OR EDITED BOOK

#### BASIC FORMAT

Author's last name, Author's first name. Book Title. Place of Publication:  
Publisher, date of publication.

#### One Author

Buckley, William F., Atlantic High. Garden City, NY: Doubleday, 1982.

#### Two or Three Authors

Greenberg, Sam, and Paul Valletutti. Stress and the Helping Professions.  
Baltimore: Oxford Press, 1980.

#### Editor

Charlesworth, Roberta, ed. A New Anthology of Verse. Toronto: Oxford UP,  
1989.

#### The Bible

**Do not underline or use quotation marks for sacred writings.**

The Holy Bible. Authorized (King James) Version, 1 Kings, 16, 9-13.

### ENCYCLOPEDIA

#### BASIC FORMAT

Author (if given). "Title of Article." Title of Encyclopedia. edition.

#### Signed (author listed)

Chow, Kao. "Sensory Learning." McGraw-Hill Encyclopedia of  
Science and Technology. 1977 ed.

#### Unsigned (no author listed)

"Navajo Mountain." Encyclopedia Americana. 1980 ed.

### NEWSPAPER

#### BASIC FORMAT

Author (if given). "Title of Article." Title of Newspaper. Date of  
publication: page number.

#### NEWSPAPER

**If the city of the newspaper is not in the name, add the city in square brackets.**

#### Unsigned

"Unemployment Soars to Record 9.8 Percent." Globe and Mail  
[Toronto] 7 Aug. 1982, late ed.: D1

#### Signed

Montgomery, Paul L. "Garden Plot Is at Center of West Side  
Fight." New York Times 9 Aug. 1992: A1

#### Editorial

"Euthanasia." Editorial. The Tribune [Fredericton] 4 May 1992: D6.

## MAGAZINE OR PERIODICAL

### BASIC FORMAT

Author (if given). "Title of Article." Title of Periodical. Date of publication:  
page number.

### Signed

Macklem, Katherine. "Teachers' Pet Peeves." Maclean's  
Apr. 30 2001: 32-33.

### Unsigned

"Beacons Of Hope." Canadian Geographic May/June 2001: 58.

## INTERVIEW

### BASIC FORMAT

Name of person interviewed. Interview. Title of Work. Place  
of publication: Publisher, date of publication.

### PUBLISHED INTERVIEW

Capote, Truman. Interview. Southern Writers in Exile. Ed.  
George Johnson. New York: Dodd, 1983. 117-32.

## GOVERNMENT PUBLICATION OR OTHER COURT DOCUMENT

### BASIC FORMAT

Name of Government. Agency. Title. Place of publication:  
Publisher, date (if given).

### GOVERNMENT DOCUMENT

Canada. Revenue Canada. Customs, Excise and Taxation.  
Immigrating to Canada. Ottawa: Revenue Canada,  
April 1996.

## RECORDING

### BASIC FORMAT

Performer. "Song Title." Record Title. Manufacturer, date.

### MUSIC

Apple, Fiona. "Never Is A Promise." Tidal. Sony Music  
Entertainment, 1996.

## FILM/VIDEO

### BASIC FORMAT

Begin with the italicized title. Include the name of the director or producer if available, the distributor and the year of release. Cite a videocassette, DVD, laser disc, filmstrip etc. like a film, but include the medium.

### FILM

Titanic. Dir. James Cameron. Twentieth Century Fox and Paramount Pictures, 1997.

### VIDEO

CBC-TV-News in Review—March 1998. "Ice Storm." Prod. Hans Pohl. Videocassette. CBC, 1998.

## WEB SITE

### BASIC FORMAT

Author (if named). "Title of Article." Title of Book/Journal. Print publication information. Volume/issue. Version. Electronic publication date. Name of Database or of Host Database. Retrieval date <URL>.

### ARTICLE FROM A SUBSCRIPTION SERVICE

Koretz, Gene. "Economic Trends: Uh-Oh, Warm Water." Business Week 21 July 1997: 22. Electric. Lib. Sam Barlow High School Lib., Gresham OR. 17 Oct. 1997 <<http://www.elibrary.com/>>

### ON-LINE ENCYCLOPEDIA ARTICLE

"Fresco." Britannica Online. Vers. 97.1. 1 Mar. 1997. Encyclopedia Britannica. 29 Mar. 1997 <<http://www.eb.com>>.

### ON-LINE NEWS ARTICLE

Gillis, Justin. "Beyond Cloning: Milking Cows for Medicine." Toronto Star 9 May 1999. 12 Oct. 1999 <[http://www.thestar.com/back\\_issues/ED1456/opinion/html](http://www.thestar.com/back_issues/ED1456/opinion/html)>.

### PROFESSIONAL WEB SITE

Glenforest On-line Library. 1 May 2001 <http://www.glenforestlibrary.com>.

## EMBEDDED CITATIONS

### GENERAL RULES

- These may be called parenthetical references
- Used whenever you incorporate another's words, facts, information, or ideas.
- For shorter citations, use quotation marks around the cited text (generally 4 lines or less).
- For longer citations, indent the text of the words to be cited.
- General format (Author, last name only, and page number).

### CATEGORY

### STYLE

**Single author**

(King 10)

**Two authors**

(King and Bachman 10)

**More than two authors**

(King et al.10)

**Several books or articles/same author**

(King, Carrie 42)

(King, Cujo 152)

**Literary works** e.g. verse play/  
poem/play (act, scene, line)

(Tmp. 1.5.35-37)

**Classic works** e.g. Ancient Greek,  
Roman; Bible, Koran

Often abbreviated titles are used for classic,  
literary and religious works. Do not  
underline titles of religious works.

(1 Cor. 13. 1-5)

**Entire Web Site**

(Glenforest Secondary School Library  
Website)

## WORKS CITED

Atwood, Margaret. Cat's Eye. Toronto: McClelland and Stewart, 1988.

Canada. Revenue Canada. Customs, Excise and Taxation. Immigrating to  
Canada. Ottawa: Revenue Canada, April 1996.

Capote, Truman. Interview. Southern Writers in Exile. Ed. George Johnson. New  
York: Dodd, 1983. 117-32.

CBC-TV-News in Review—March 1998. "Ice Storm." Prod. Hans Pohl.  
Videocassette. CBC, 1998.

Glenforest On-Line Library. 1 May 2001 <http://www.glenforestlibrary.com>.

Macklem, Katherine. "Teachers' Pet Peeves." Maclean's Apr. 30 2001: 32-33.

Mathematics 9 Don Mills: Addison-Wesley, 1999.

Oleson, Tom. "A Failing Grade in Sex Education." Editorial. Winnipeg Free Press  
16 April 1993. Canadian News Disk. CD-ROM. Micromedia. July 1993.

"Unemployment Soars to Record 9.8 Percent." The Globe and Mail [Toronto] 7 Aug.  
1982, late ed.: D1.

Citations are organized alphabetically on a Works Cited page.  
The first letter(s) of the citation determine the order.