Documentation: Preparing the List of Works Cited

- Citing books and other non-periodical publications
- Citing articles and other publications in periodicals
- Citing miscellaneous print and nonprint sources
- Citing electronic publications
- Sample of Works Cited
**Citing books and other non periodical publications**

(According to MLA Handbook for Writers of Research Papers, 7th ed.)

**A book by a single author**
Author's name (Reversed adding a comma after the last name). *Title of the book* (If the book has a subtitle, put a colon directly after the main title, all italicized). Place of publication (If several cities are mentioned, give only the first): Publisher, Date of publication. Print. (Always include the medium of publication; print, web, MP3 file, etc.)

**Example:**

**An anthology or a compilation**
To cite an anthology or a compilation (e.g., a bibliography) that was edited or compiled by someone whose name appears on the title page, begin your entry with the name of the compiler of editor, followed by a comma and the abbreviation *ed.* Or *comp.*

**Example:**

**Two or more books by the same author**
To cite two or more books by the same author, give the name in the first entry only. In the second book, in place of the author, type three hyphens stand for the same name.

**Example:**
A book by two or more authors

Give their names in the same order as on the title page—not necessarily in alphabetical order. Reverse only the first author, add a comma, and give the other name or names in normal form.

Example:


If there are more than three authors, you may name only the first and add *et al.* (and others), though you may give all names in full in the order in which they appear on the title page.

Example:


A book by a corporate author

A corporate author may be a commission, an association, a committee, or any other group whose individual members are not identified on the title page. Omit any initial article (*A, An, The*) in the name of the corporate author. Cite the book by the corporate author, even if the corporate author is the publisher.

Example:


A work in an anthology

If you are citing an essay, short story, a poem, or another work that appears within an anthology or some other book collection, you need to add the following information to the basic book entry.
Author, title, and (if relevant) translator of the part of the book being cited.

- Begin the entry with the author and title of the piece, enclosing the title in quotation marks.
- Give the translator's name next, preceded by the abbreviation Trans.
- State the title of the anthology underlined.
- If the anthology has a compiler, or editor, or translator, then write the name after the book title.
- Give the inclusive page numbers of the piece you are citing. Be sure to provide the page numbers for the whole entire piece and not just for the material you used.

Example:


An article in a reference book

- Treat an encyclopedia article or a dictionary entry as you would a piece of collection.
- Do not cite the editor of the reference work.
- When citing familiar reference books that frequently appear in new editions, do not give full publication information, just list the edition (if stated) and the year of the publication.
- If you are citing a less familiar reference books, give full publication information.

Example:


An introduction, a preface, a foreword, or an afterword

- Begin with the name of the author of the introduction, a preface, a foreword, or an afterword.
- Give the name of the part being cited, capitalized but neither underlined nor enclosed in quotation marks.
- Cite the name of the writer (if he is different from the author of the book) after its title, giving the full name, in normal order but preceded by the word By.
- If the writer of the piece is also the author of the work, use only the last name after By.
- Continue with full publication information and, finally, the inclusive page numbers.
- If the introduction, preface, foreword, or afterword has a title, give the title, enclosed in quotation marks, immediately before the name of the part.

**Example:**

**A book published in a second edition or a subsequent edition**
The number (2nd, 3rd, 5th,...etc.) of edition or the name of the edition (Rev. ed. For "Revised Edition") is written before the publication information.

**Example:**

**A multivolume work**
If you are using two or more volumes of a multivolume work, cite the total number of the volumes in the work before the publication information.

**Example:**

- If you are using only one volume of a multivolume work, state the number of the volume you are using and give publication information for that volume alone.
Example:

**A book in a series**
If the book you are using is part of a series, include the name of the series and the number of the series before the publication information.

Example:

**A book with multiple publishers**
If the title page lists two or more publishers include all of them, in the order given, as part of the publication information, putting a semicolon after the name of each but not the last.

Example:

**A pamphlet**
Treat a pamphlet as you would a book.

**A government publication**
In general, if you do not know the writer of the document, cite as author the government agency that issued it, that is, state the name of the government first, followed by the name of the agency. Use an abbreviation if the context makes it clear.

Example:

If you know the author, you may begin the entry with, or if the agency comes first on the title page, start with the agency.

Example:

-or-

The published proceedings of a conference
Treat the published proceedings of a conference like a book, but add pertinent information about the conference.

Example:

Cite a presentation in the proceedings like a work in a collection of pieces by different authors.

Example:

A book without stated publication information or pagination
When a book does not indicate the publisher, the place of publication, or pagination, supply as much of the missing information as you can, using brackets to show that it did not come from the source. (New York: U of Gotham P, [2003]. If the date can be only approximated, put it after a c. —for *circa* ‘around’: [c. 1999]. But if you are uncertain of the accuracy of the information you supply, add a question mark” [1993?]. Any information on this aspect must be put between brackets if it is not found in the source. On the other hand use the following abbreviations for information you cannot supply:

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>n.p.</td>
<td>No place of publication</td>
</tr>
<tr>
<td>n.p.</td>
<td>No publisher</td>
</tr>
<tr>
<td>n.d.</td>
<td>No date of publication</td>
</tr>
<tr>
<td>n.pag.</td>
<td>No pagination</td>
</tr>
</tbody>
</table>

Example:
**An unpublished dissertation**

Enclose the title of an unpublished dissertation in quotation marks; do not underline it. Then write the descriptive label Diss., (for the master’s thesis, cite MA thesis or MS thesis) and add the name of the degree-gaining university, followed by a comma and the year.

**Example:**


**A published dissertation**

Cite a published dissertation like a book, but add pertinent dissertation information before the publication facts.

**Example:**

Citing articles and other publications in periodicals

(According to MLA Handbook for Writers of Research Papers, 7th ed.)

The basic entry: An article in a scholarly journal with continuous pagination

A periodical is a publication that appears regularly at fixed intervals, such as newspapers, magazines, or scholarly journals. A journal usually appears four times a week.

- Take the author's name from the beginning or the end of the article, reverse the name, then put a period after it.
- State the full title of the article, enclosed in quotation marks, put a period before the closing quotation mark.
- Give the journal title italicized, the volume number, issue number (when available), the year of publication in parentheses, a colon, the inclusive page numbers, and a period.
- In addition to the volume number, the journal's cover or title page may include an issue number or a month or season before the year. You may ignore the issue number and the month or season if the journal's pages are numbered continuously throughout each annual volume.

Example:

An article in a newspaper

- Give the name of the newspaper as it appears on the masthead and omit any introductory article: New York Times, and not The New York Times.
- Give the complete date (day, month, and year).
- Abbreviate the names of all months except May, June, and July.
- Do not give the volume and issue numbers even if they are listed.
- If an edition is named on the masthead, add a comma after the date and specify the edition (*natl. ed.*, *late ed.*).
- Follow the edition or the date if there is no edition with a colon and the page number or numbers. Newspaper articles are usually not printed on consecutive pages- for example, an article might begin on page 1, then skip to page 16. For such articles, write only the first page number and a plus sign, leaving no intervening space.

Example:
An article in a magazine

- To cite a magazine published every week or every two weeks, give the complete date followed by a colon and the inclusive page numbers of the article.
- To cite a magazine published every month or every two months, give the month or months and year.
- If the article is not printed on consecutive pages, write only the first page number and a plus sign.
- Do not give the volume and issue numbers even if they are listed.

Example:

An article in a scholarly journal that pages each issue separately

Some journals do not number pages continuously throughout an annual volume but begin each issue on page 1. Here, you must include the issue number to identify the source. Add a period and the issue number directly after the volume number without any intervening space: 14.2, this signifies volume 14, issue 2.

Example:
Citing miscellaneous print and nonprint sources

(According to MLA Handbook for Writers of Research Papers, 6th ed.)

A film or video recording

- A film entry usually begins with the title, italicized, and includes the director, the distributor, and the year of release.
- You may include other data that seem pertinent such as the names of the writer, performers, and producer between the title and the producer.
- If you are citing the contribution of a particular individual, begin with the person’s name.
- Cite a videocassette, DVD (digital videodisc), laser disc, slide program, or filmstrip like a film, but include the original release date before the name of the distributor, but include the medium at the end.

Example:

A map or a chart

In general treat the map or chart like an anonymous book, but add the appropriate descriptive label (*map, chart*) at the end.

Example:
An interview
There are three kinds of interviews:

1. Published or recorded interviews. If the interview is part of a publication, recording, or a program, begin with the name of the person interviewed, enclose the title of the interview in quotation marks. If the interview was published independently, underline the title. If the interview is untitled, use the word Interview. The interviewer's name may be added if known and pertinent to your paper.

   Example:

2. Interviews broadcast on television or radio

   Example:

3. Interviews conducted by the researcher

   Example:
   - Pei, I. M. Personal Interview. 22 July 1993.
Citing electronic publications

(According to MLA Handbook for Writers of Research Papers, 7th ed.)

The basic entry: a document from an internet site
- Cite author’s name (reversed).
- Title of the document (enclosed in quotation marks, unless it is an online book).
- Information about print publication (If available).
- Information about electronic publication: includes title of the site (italicized), the date of electronic publication or the latest update, and the name of any institution or organization that sponsors the site.
- Medium is included.
- Access information: the date assigned to the document, the date of access, URL (uniform resource locator). Give the URL immediately following the date of access in angle brackets.

Example:

An entire internet site
- Cite the title of the site italicized.
- Name of the editor of the site if given.
- Electronic publication information.
- Date of access and URL.

Example:
Sample MLA Works Cited List (Daly)

Daly 7

Works Cited


Source: Diana Hacker (Boston: Bedford/St. Martin’s, 2006).
This paper has been updated to follow the style guidelines in the MLA Handbook for Writers of Research Papers, 7th ed. (2009).