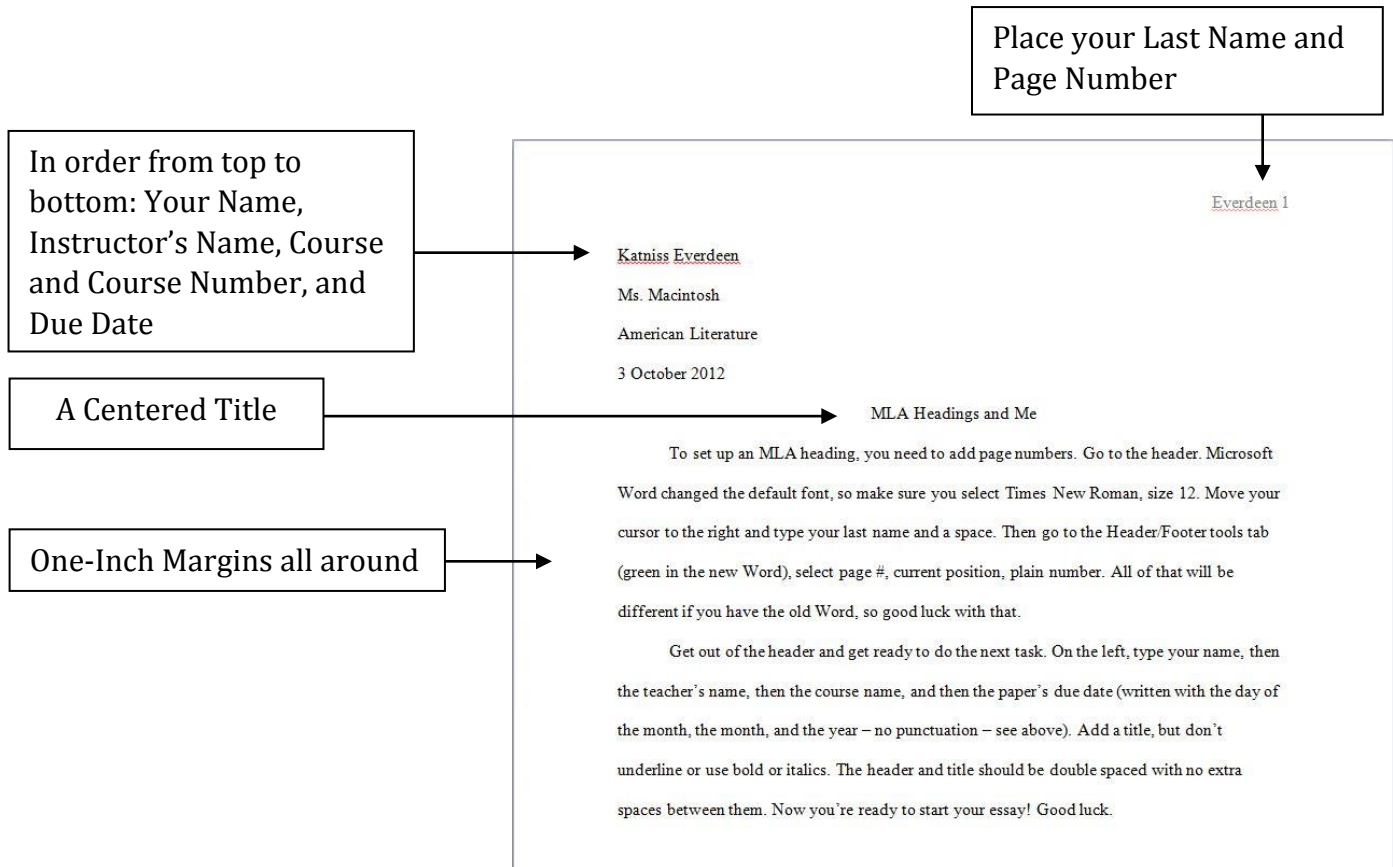


# MLA Basic Formatting Guide

## Part I: Heading

Properly formatting your MLA-style papers from your heading to your Works Cited page is an important element in your writing. Many English instructors and others from various courses stress proper formatting for their assignments. Let's start with the heading.



## Extra Heading Info:

- Keep all text in 12-point font; don't place title in bold or italicized font either
- Place the appropriate page number on each page (i.e. Everdeen 2, Everdeen 3, etc.)
- The entire heading should be double-spaced

References: The following works were referred to during the creation of this handout: *Purdue OWL: MLA Formatting and Style Guide* and the *MLA Handbook: Eighth Edition*



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# MLA Basic Formatting Guide

## Part II: In-Text Citations

In-text citations credit your sources and inform your readers where the source material ends and where your analysis begins; therefore, it's important to properly format them in order to keep your audience on track. Be sure to fully introduce authors and the complete titles of their respective works within your writing. Once you do that, you only need to place the page numbers within the in-text citations.

**Book with One Author:** John Green, author of *The Fault in Our Stars*, expresses this sentiment when he says, "Quote" (134).

**Web Article with One Author:** In his article "Working at McDonald's," author Amitai Etzioni proclaims that "Quote" (34).

A source may not have page numbers which requires you to simply use the author's last name either within the sentence itself as an in-text citation.

**Web Article with One Author without Page Numbers:** Gerald Givens fiercely expresses his disapproval when he states, "Quote."

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# MLA Basic Formatting Guide

## Part III: Works Cited Page

Center the title Works Cited  
(Write Work Cited for essays  
that have only one source)

Freeman 8

Works Cited

Buchanan, Wyatt. "More Same-Sex Couples Want Kids: Survey Looks at Trends among Homosexuals." *SF Gate*, Hearst Communications, 25 Apr. 2006, www.sfgate.com/bayarea/article/NATION-More-same-sex-couples-want-kids-Survey-2499131.php.

List sources alphabetically  
by authors' last names

Coontz, Stephanie. "Not Much Sense in Those Census Numbers." *Uncommon Threads: Reading and Writing about Contemporary America*, edited by Robert D. Newman et al., Longman, 2003, pp. 146-48.

Indent every subsequent line of  
each citation by half an inch

"Developments in the Law: The Law of Marriage and Family." *Harvard Law Review*, vol. 116, no. 7, 2003, pp. 1996-2122. *JSTOR*, www.jstor.org/stable/1342754.

Hymowitz, Kay S. "The Incredible Shrinking Father." *City Journal*, Spring 2007, www.city-journal.org/html/17\_2\_artificial\_insemination.html.

Marcotty, Josephine, and Chen May Yee. "New World of Fertility Medicine Is a Big-Money Marketplace." *Seacoastonline.com*, Local Media Group, 30 Oct. 2007, www.seacoastonline.com/article/20071030/PARENTS/71029007.

## Common Works Cited Entry Formats:

**Book with One Author:** Last Name, First Name. *Title of Book*. Publisher, Publication Date.

**Article in an Online Database:** Last Name, First Name. "Article Title." *Title of Journal*, Volume Number, Issue Number, Publication Year, Page Range. *Title of Database*, URL or DOI Number. Date of Access.

**Article in a Web Magazine:** Last Name, First Name. "Article Title." *Title of Web Magazine*, Publisher Name, Publication Date, URL. Date of Access.

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