

WRITING CENTER

### Tips:

- Use in-text citations every time you reference outside information, even if paraphrasing or summarizing.
- If you have questions about how to format other types of sources, you can set up an appointment with the Writing Center or check out Purdue OWL's MLA overview!

# **MLA Style**

## Formatting:

- Text should be double-spaced, in 11 or 12 pt. font, typically Times New Roman font, with one inch margins.
- In the right-hand corner of each page, in the header section, include your last name and page number.
- On the top left-hand corner of the first page, include a heading with this information in order:
  - Name
  - Teacher/professor's name
  - Class name and number
  - Date (Day# Month Year)
- At the end of the document, on a separate page titled Works Cited, include all full citations in alphabetical order. Use a hanging indent for each citation.

#### **In-text Citations:**

- Every time specific information is referenced, include the author's name (or if the author is unknown, use the title of the content, such as the article title or title of the webpage) and page number(s) if available.
- There are two ways to format in-text citations:
  - 1) Include the information in parentheses at the end of the quotation or paraphrase.
    - "Dumbledore left the office, leaving Harry to his very confused thoughts" (Rowling 428).
  - 2) Include the author name (or title) in the sentence and then the page number in parentheses at the end of the quotation or paraphrase.
    - Rowling wrote that "Dumbledore left the office..." (428).

#### **Full Citations:**

- Book: Author last name, First name. Title of Book. City of Publication, Publisher, Publication Date.
- Webpage: Author last name, First name. "Title of Webpage." Webpage name, URL starting with www. Date of Access if applicable.
- Journal article: Author last name, First name. "Title of Article." Title of Journal, Volume, Issue, Year, page numbers.