MLA Bibliographic Entries

General Guidelines

- Center the title **Works Cited** at the top of the page.
- **Double-space** the entire list—**within** and **between** entries.
- List only works actually cited within the paper.
- **Alphabetize** by the first word in each entry (excluding a, an, or the).
- **Indent** the 2nd and subsequent lines of each entry five spaces.
- Use a continuous line to underline the complete title.
- Shorten and abbreviate publisher’s name as much as possible — Random for Random House, UP for University Press, etc. (For a list of approved abbreviations of major publishers, see MLA Handbook, 6.5.2.).
- Pay close attention to proper punctuation for each entry.
- Do not number entries.
- Do not separate primary and secondary sources or types of sources (books, newspapers, magazines, etc.) **unless** told to do so by the instructor.

**BOOKS**

**One Author**


**Two Authors**


**Three Authors**


**More Than Three Authors**

Separate Author for Introduction or Preface


Two Different Books by the Same Author


• Three hyphens followed by a period stand for exactly the same name(s) as in the preceding entry.

Corporate Author


Edition after the First


Edited Book


Author and Editor


Literary Work from an Anthology

• The following examples are NOT double spaced because of space limitations, but YOUR bibliography should be double spaced.

Nonliterary Work from an Anthology


• For previously published nonliterary works, give both the original publication data and the publication data for the anthology. See “Reprint” below.

Reprint


Translation


Republished Book


• The original hardcover edition was published a year earlier than this paperback version.


A Work in More than One Volume


• Note that only Vol. 2 of the Sandburg work was used.

• Note the Odell volumes were published over a period of years; the Sandburg work was published in one year.
A Work in a Series—Numbered and Unnumbered


- The volume number is given in Arabic numerals and without the abbreviation *vol.* Do not underline the name of the series.


A Book With a Title Within Its Title


- Do not underline the original title of a book or play within another title. If the original title would normally be enclosed in quotation marks (short story or poem), retain the quotation marks and underline the entire title.


MAGAZINES AND NEWSPAPERS

- As a rule, abbreviate names of months except May, June, and July.
- If a magazine or newspaper article is printed on pages that are not consecutive (for example, beginning on page 28 and then skipping to pages 110-115), give only the first page number followed by a plus sign.

**Daily Newspaper**


“Study Labels Alcohol Fuel as Threat to Food Supply.” *Dallas Times Herald* 16 Mar. 1980: 14A.

**Editorial**

**Cartoon**


- When not part of the newspaper’s name, the city’s name should be given in brackets after the title. Note a specific edition named on the masthead.

**Weekly Magazine or Newspaper**


- Volume numbers are not used because specific dates are given.

**Monthly Magazine**


**Scholarly Journal—Continuous Pagination**


- If paged continuously, omit issue number and month.

**Scholarly Journal—Separate Pagination**


- Include an issue number following the volume number, separated by a period.

**Book Review**

REFERENCE MATERIALS

Encyclopedia and Almanac

- Full publication information is not required for a familiar reference work, but must be included for a less familiar one.

Signed with Name or Initial


- Brackets enclose the added parts of the name. A list of contributors is ordinarily supplied in the index volume or in the front part of an encyclopedia.

Unsigned


- In this almanac, main sections (Like “Language”) are arranged alphabetically in the text.


- The title indicates that the article is listed under “P” so page number is not necessary.

Dictionary


OTHER REFERENCE MATERIALS

Social Issues Resources (SIRS)


Facts on File

**Who’s Who in American Politics**


**Twentieth-Century Literary Criticism**


**Contemporary Literary Criticism**


**Dictionary of Literary Biography**


**THE BIBLE**

The Bible.

- Denotes King James version. Do not underline title.


**PAMPHLETS AND BULLETINS**


GOVERNMENT PUBLICATIONS/LEGAL DOCUMENTS


Congressional Record


Constitution

U. S. Const. Art. 2, Sec. I.

• Do not underline Constitution, Declaration of Independence, or names of court cases.

Court Case


Personal Information—Elected Official


• Three hyphens followed by a period stand for exactly the same name(s) as in the preceding entry; hyphens can be repeated, as in the example above, to stand for United States and Congress.

DISSERTATION OR THESIS

Unpublished

Published


LETTERS

Personal


Published


NONPRINT SOURCES

Film or Videotape


*•* If you are citing the contribution of a particular person, begin with his/her name.


Television or Radio Program


Performances


- An entry for a performance usually begins with the title, unless citing the contribution of a particular individual.

**Work of Art**


**Recording**


**Audiotape**


**Lecture**


**Interview**


Pei, I. M. Personal Interview. 27 July 1983.

* Sources for materials in this handout:
