

# Simplified MLA Style Sheet

Weldon E. Howitt Middle School

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## ❖ BOOKS:

Author's last name, First Name. Title of Book. Place of publication: Publisher, date of publication. pages numbers.

*Example:*

Clausewitz, Karl. War, Politics and Power. Chicago: Gateway, 1962. 247-258.

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## ❖ ENCYCLOPEDIA ARTICLE:

Author's last name, first name (*if known*). "Title of article." Name of encyclopedia. Date of edition.

*Example:*

Garbarino, Merwyn S. "Delaware Indians." World Book Encyclopedia. 1985.

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## ❖ PAMPHLET:

Author's last name, first name (*if known*). Title of pamphlet. Place of Publication: Publisher, date.

*Example:*

Smith, Amanda. Vitamins A--Z. Farmingdale, NY: Howitt Press, 1997.

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## ❖ MAGAZINE ARTICLE:

Author's last name, First name. "Title of article." Magazine title day month year: page numbers.

*Example:*

Duberman, Maurice. "Searching for the past." Time 14 June 1977: 27-33.

*Example if there is no author:*

"Great lakes, Great diversity." Nature Conservancy July/August 1994: 6+.

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## ❖ NEWSPAPER ARTICLE:

Author's last name, First name. "Title of article." Newspaper name day month year: section page numbers.

*Example:*

Smith, Red. "Dodgers win at last." New York Times 12 October 1995: C1+.

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## ❖ WORLD WIDE WEB SITE:

Author's last name, first name. "Title of work." Title of Web Site (if known). Full URL (date of visit in parentheses).

*Example:*

Worth, John. "Georgia Before Oglethorpe." American Colonies Webring. <http://members.aol.com/jeworth/gboindex.htm> (October 21, 1998).

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## ❖ PERSONAL INTERVIEW:

Last name, first name (of person interviewed). Kind of interview. Date.

*Example:*

Dempsey, Gerald. Personal interview. 1 September 1998.

### CD-ROM Information Source:

"Title of Article." Name of CD. Version. CD-ROM. Place of publication: Publisher, date.

*Example:*

"The Civil War." World Book Multimedia Encyclopedia. Vers. 3.1. CD-ROM. Chicago: World Book, Inc., 1995.

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If you use a magazine or newspaper article that was found through a secondary source such as **InfoTrac**, **SIRS**, or **Electric Library**, you MUST note this.

**Online** for online databases and the date you found it. **CD-ROM** for CD-ROM databases and its publication date.

*Examples:*

"Great lakes, Great diversity." Nature Conservancy July/August 1994: 6+. Electric Library. Online. 3 November 1997.

"Great lakes, Great diversity." Nature Conservancy July/August 1994: 6+. SIRS Researcher. CD-ROM. Fall 1998.

"Great lakes, Great diversity." Nature Conservancy July/August 1994: 6+. InfoTrac. CD-ROM. November 1998.

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### MATERIAL WITH NO PRINTED SOURCE:

Author last name, first name. ( if given) "Title of article." Date of material. (if given) Title of database. (underlined) Online. Name of computer service. Date of access.

*Example:*

"Abraham Lincoln." Discovering Biography. Online. Gale Group. 2 Feb. 2000.

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### General Information for Creating a Works Cited Page

- ◇ All entries should be in alphabetical order by author's last name or by title of work if the author's name is not available.
- ◇ Double space the entire list both between and within entries.
- ◇ If an entry has more than one author, all other authors get listed in natural order—first name last name. *Example:* Smith, Mary and John Jones.
- ◇ Never write out the word(s) *page* or *page #*.
- ◇ Begin each entry flush with the left margin. If the entry runs more than one line, indent all subsequent lines either 1/2 inch or 5 spaces from the left margin.