

MLA DOCUMENTATION

7th edition, 2009



When you use the words or original ideas of another person in your writing, you need to document, or give credit to, the sources of these words or ideas. If exact words from the original are used, quotation marks are necessary. If you paraphrase, or restate, the idea in your own words, quotation marks are not required, but documentation of the source is still required.

There are several different formats for documentation. This explains the MLA format (named after the Modern Language Association, which developed it). In this format, you briefly identify your sources in the text of your paper, then give the full information in the "works cited" list at the end of the paper. This handout is based on *MLA Handbook for Writers of Research Papers*. 7th ed. New York: MLA, 2009. Print.

How to document quotations and paraphrasing is explained first, then how to do the "works cited" list is explained.

PARENTHETICAL DOCUMENTATION

In the MLA format, "parenthetical documentation" is used to briefly identify the sources of information you have borrowed in writing your paper. Parenthetical documentation should be integrated smoothly into the text of your paper, rather than listed separately.

The general rule is to briefly cite the source right in the text of your paper. If the reader wants to get more information, they go to the Works Cited list at the end of your paper.

If the author's name is mentioned in your writing (this is called a "signal phrase"), you only need to put the page number in parentheses at the end of the sentence. The reader can then consult the list of works cited (explained below) at the end of the paper to get the complete citation.

NOTE: Some sources, especially those on the Web, do not give page numbers. The general rule is to give a section number if it is given, which is rare; otherwise just use the author name or, if no author is given, the first words of the title.

Ross Parke notes that "natural fathers aren't the only ones raising children on their own. As more families split up, social workers note that stepfathers increasingly are being called on to bring up other people's kids" (52).

According to Bernard Farber in *Encyclopedia Americana*, there is a trend toward waiting to marry and toward postponing the birth of the first child (6).

You may decide not to highlight the source of some of your derived information. In such cases, at the end of the sentence enclose in parentheses both the author's last name and the page referred to. The reader can then consult the Works Cited list at the end of the paper to get the complete citation.

At the turn of the century many men worked long hours, which "entailed their absence from the family for most of the day: that was not a rejection of fatherhood but a necessary element of it" (McKee and O'Brien 54).

Child support payments can be withheld from wages in 45 states (Schorr 33).

For publications with no author given, you should include the first 1-2 key words from the title and the page number in parentheses.

"Fathers today no longer know who they are or what their wives and children expect from them" ("Fathers Confused" 5), and this increases the likelihood they will abandon their families.

DO I HAVE TO DOCUMENT EVERYTHING?

One of the hardest parts of documentation is deciding how far to go in documenting sources. If you mention that Los Angeles suffered an earthquake in January 1994, do you have to show where that information came from? No. This is considered "common knowledge," even if you didn't know on your own. This can get tricky. When in doubt it is probably a good idea to include the documentation. Ask a librarian or your instructor for advice on specific situations.

WORKS CITED

A list of works cited has all the sources that contributed ideas and information to your paper. (It is the same as a "bibliography.") **It is arranged in alphabetical order** by whatever the first word is: the authors' last names or, if a source doesn't list an author, by the first word of the title (ignore "A," "An," and "The"). The list in the sample below is in correct order.

If you have a type of source not covered in the examples in this guide, ask the librarian to show you the *MLA Handbook for Writers of Research Papers*, 7th edition.

**SAMPLE: All sources are integrated into one list, arranged alphabetically.
Double-space the list and indent the second line of an entry 5 spaces.**

Works Cited

Box, Scott. "One Father's Unique Perspective." *Newsweek* 5 Mar. 1999: 38. *MasterFILE Premier*. Web. 12 Feb. 2009.

"Parent." *Encyclopaedia Britannica Online*. Encyclopaedia Britannica, 2008. Web. 13 Mar. 2009.

Parke, Ross. *Fathers*. Cambridge: Harvard University Press, 2000. Print.

Schorr, Burt, Jr. "States Cracking Down on Fathers Dodging Child-Support Payments." *Wall Street Journal* 26 Jan. 2009, eastern ed.: 33. Print.

Sheppard, Lisa. "Father Involvement Shows Positive Outcomes." *Urban Programs Resource Network*. University of Illinois at Urbana-Champaign. Apr. 2001. Web. 29 May 2009.

The most basic rules for works cited entries are:

PRINT BOOKS

Last name, First name of author. *Title of Book*. City where published: Name of Publisher, year published. Print.

PRINT MAGAZINES

Last name, First name of author (if given). "Title of Article." *Name of Magazine* Date of issue: page numbers. Print.

MAGAZINE ARTICLE FROM LIBRARY ONLINE DATABASE

Last name, First name of author (if given). "Title of Article." *Name of Magazine* Date of issue: page numbers. *Name of Database*. Web. Date of Access.

WEB PAGES

These have several factors that can affect the citations; see the last page of this handout for examples.

There are many variations. Look at the examples for print, video, and online sources on following pages.

OTHER RULES:

When required information is not given -- In the spot where the information should be, put the following abbreviations: No date of publication: n.d. No place of publication or no publisher: n.p. No page number: n.pag.

A second work by the same author--Instead of repeating the author's name in the works cited list, for the second entry put 3 hyphens and a period (---.) and alphabetize as if the name were spelled out.

Remember, the examples on the following pages are not in the order you will list sources. Your list will be one alphabetical list.

Works Cited - PRINT SOURCES

General encyclopedia, signed article

Farber, Bernard. "Family." *Encyclopedia Americana*. 2007 ed. Print.

Specialized encyclopedia, no author given

"Fatherhood." *Encyclopedia of Sociology*. Ed. T.E. Chen. Vol 2. New York: Putnam, 2008. Print.

Book

Parke, Ross. *Fathers*. Cambridge: Harvard University Press, 2000. Print.

Book with two editors, not the first edition

McKee, Lorna, and Margaret O'Brien, eds. *The Father Figure*. 3rd ed. New York: Tavistock, 2002. Print.

A work or chapter within a larger work

Valsiner, Jaan. "The Father's Role in the Social Network of a Soviet Child." *The Role of the Father in Child Development*. Ed. Michael E. Lamb. New York: Wiley, 2005. 187-201. Print.

Work reprinted in a collection and given a new title

Wooster, Bernard. "Child Support Laws Should Be Tougher." *Family Values: Opposing Viewpoints*. San Diego: Greenhaven, 1998. 10-14. Print.
Rpt. of "Deadbeat Dads." *Reader's Digest* Jan. 1996: 29-34.

Previously published scholarly article reprinted in a collection

Women, Henry. "The Father and His Sons." *Modern Literature* 27.3 (1995): 179-85.
Rpt. in *Twentieth Century Literary Criticism*. Ed. Michael Stewart. Vol. 89. Detroit: Gale, 1999. 404-10. Print.

Magazine article, no author given

"Fathers Confused by Changing Family Roles." *USA Today* Oct. 2008: 5. Print.

Magazine article with an author

Gold, Jeannye. "When Fathers Raise Children Alone." *U.S. News and World Report*. 12 Apr. 1999: 51-52. Print.

Scholarly journal article (volume and issue numbers go after journal name; if there is no issue number, just put volume)

Larson, Eric. "Cross-Cultural Studies of Fatherhood." *Journal of Marriage and the Family* 11.4 (2007): 212-18. Print.

Newspaper article with author

Schorr, Burt, Jr. "States Cracking Down on Fathers Dodging Child-Support Payments." *Wall Street Journal* 26 Jan. 2009, eastern ed.: 33. Print.

Government document

United States. Dept. of Justice. *Child Support Payment Laws*. Washington: GPO, 2007. Print.

Works Cited: VIDEOS

Film or video

When Fathers Desert Families. Prod. Project Hope. Maxwell, 2008. DVD.

Online video

Barack Obama Podcast: On Fatherhood. barackobama.com. 17 June 2007. *YouTube*.
Web. 5 May 2009.

Works Cited - ONLINE SOURCES FROM LIBRARY DATABASES

Full-text periodical article from an online database to which the library subscribes

Scholarly journal article from an online database to which the library subscribes
(vol. & issue numbers go after journal name)

Newspaper article from an online subscription database

Work reprinted in a collection from online subscription database
(give information about where originally published first, then about reprint source)

Electronic book from ACC library

Box, Scott. "One Father's Unique Perspective." *Newsweek* 5 Mar. 1999: 38.

MasterFILE Premier. Web. 12 Feb. 2009.

Gerry, Judy O. "Balancing Employment and Fatherhood." *Journal of Family Issues*

18.6 (2006): 386-402. *Academic Search Complete*. Web. 21 July 2008.

Griest, Stephanie. "Program Offers Help for Young Fathers." *Austin American-*

Statesman 27 Apr. 1999: E4. *InfoTrac Newspapers*. Web. 21 Apr. 2009.

O'Neale, Sondra. "Fathers, Gods, and Religion: Perceptions of Christianity and Ethnic

Faith in James Baldwin." *Critical Essays on James Baldwin*. Ed. Fred Stanley

and Nancy Burt. N.p.: Hall, 1988: 125-43. Rpt. in *Contemporary Literary*

Criticism. Web. 12 Dec. 2008.

Coltrane, Scott. *Family Man: Fatherhood, Housework, and Gender Equity*. New York:

Oxford, 2007. *eBooks on EBSCOhost*. Web. 7 Feb. 2009.

Works Cited – ONLINE SOURCES FROM THE WEB

Web newspaper article with author
(name of publisher follows title of source, so *Washington Post* repeats)

Web encyclopedia, no author given

World Wide Web site
(Give the specific page's title in quotation marks, then general title of web site in italics. Give publisher after that.)

World Wide Web page with "missing" information (Often all the information asked for in the above example isn't there. Here there was no author or overall web site name or publisher or publication date.)

Willison, Marilyn Murray. "Family Issues." *Washington Post*. Washington Post, 1

May 2009. Web. 6 May 2009.

"Parent." *Encyclopaedia Britannica Online*. Encyclopaedia Britannica, 2008. Web.

13 Mar. 2009.

Sheppard, Lisa. "Father Involvement Shows Positive Outcomes." *Urban*

Programs Resource Network. University of Illinois at Urbana-

Champaign, Apr. 2001. Web. 29 May 2009.

Why Fathers Are Getting Child Custody More. N.p., n.d. Web. 30 June 2008.

If you have questions, ask the librarian for help.

Go to <http://library.austincc.edu/help/ask.htm> for ways to contact a librarian in person, by phone, email, chat or IM.