

## *A Quick Guide to Documentation (MLA Style)*

General rules for when to cite within a document:

1. Direct quotes: information taken word for word (needs to be in quotation marks, make sure the information is either stated by someone interesting or stated in an interesting way)
2. Statistics: numbers, percentages, info only a stat freak would know!
3. Ideas that the general public would not know/ideas that you wouldn't remember if you weren't looking at your notes or info that you wouldn't remember in one year

**Here's what documenting within your essay looks like (notice use of page #s, how sources are introduced):**

Socioeconomic status allegedly affects standardized testing. "Don't let anyone tell you that standardized tests are not accurate measures. The truth of the matter is that they offer a remarkably precise method for gauging the size of houses near the school where the test was administered!" (Kohn 349) Kohn believes that affluent families and schools are better able to afford products to help them raise their test scores even higher. Kohn also states in his book, *The Case Against Standardized Testing*, "When poorer schools manager to scrape together enough money to buy materials to help them improve their test scores, it's often at the expense of books and other education resources they really need" (37). Simply put: money speaks.

The latest scientific evidence tells us that ADD is inherited and contains genetic influence. Nongenetic factors such as premature birth or maternal alcohol and tobacco use have also been linked to the causes of ADD, but child rearing techniques have never been seriously suspected in scientific and medical opinion. The National Attention Deficit Disorder Association (NADDA) research shows that disciplining those with ADD will simply worsen, not improve, behavior ("Myths" 2).

—(These samples were taken and modified from *You've Gotta Have Heart in Your Writing* by Jim Brimeyer.)

### Works Cited

(Your sources are listed **in alphabetical order** regardless of what type of source it is. Double-spaced.)  
If you need more help, try this website: <https://owl.english.purdue.edu/owl/resource/747/01/>

When deciding how to cite your source, start by consulting the list of core elements. These are the general pieces of information that MLA 8th ed. suggests including in each Works Cited entry. Note the punctuation that follows each piece of information. In your citation, the elements should be listed in the following order:

1. Author. (Who wrote it?)
2. Title of source. (What's it called?)
3. Title of container, (Website? Name of periodical?)
4. Other contributors, (Editor? Director? You won't have this piece too often.)
5. Version, (If it's been revised (edition) or if it's part of a professional journal. You won't use this piece too often.)
6. Number, (Issue number. You won't use this piece too often.)
7. Publisher, (If you use a book, you'll have a publisher.)
8. Publication date, (When was the information printed, published, or updated?)
9. Location. (Page numbers or URL)
10. Date accessed (It's now optional to include when you accessed the information. Because websites change frequently, it may be wise to include it in case the page changes.)

If you do not have that piece of information, just skip it. The abbreviations n.d. and n.p. are no longer used. Titles will be in either quotation marks (article, song, TV episode) or it will be italicized (books, websites, periodical titles, albums, TV shows).

Examples taken from Purdue's OWL:

**Book**

Henley, Patricia. *The Hummingbird House*. MacMurray, 1999.

**Website**

Lundman, Susan. "How to Make Vegetarian Chili." *eHow*, [www.ehow.com/how\\_10727\\_vc.html](http://www.ehow.com/how_10727_vc.html)

Wheelis, Mark. "Investigating Disease Outbreaks Under a Protocol to the Biological and Toxin Weapons

Convention." *Emerging Infectious Diseases*, vol. 6, no. 6, 2000, pp. 595-600, [wwwnc.cdc.gov/eid/article/](http://wwwnc.cdc.gov/eid/article/6/6/00-0607_article)

[6/6/00-0607\\_article](http://wwwnc.cdc.gov/eid/article/6/6/00-0607_article). Accessed 8 Feb. 2009.

Bernstein, Mark. "10 Tips on Writing the Living Web." *A List Apart: For People Who Make Websites*, 16 Aug.

2002, [alistapart.com/article/writeliving](http://alistapart.com/article/writeliving). Accessed 4 May 2009.

**Periodical (newspaper, magazine, or journal article)**

Bagchi, Alaknanda. "Conflicting Nationalisms: The Voice of the Subaltern in Mahasweta Devi's Bashai Tudu."

*Tulsa Studies in Women's Literature*, vol. 15, no. 1, 1996, pp. 41-50.

Adiche, Chimamanda Ngozi. "On Monday of Last Week." *The Thing around Your Neck*, Alfred A. Knopf,

2009, pp. 74-94.

**Song**

Beyoncé. "Pray You Catch Me." *Lemonade*, Parkwood Entertainment, 2016, [www.beyonce.com/album/](http://www.beyonce.com/album/)

[lemonade-visual-album/](http://www.beyonce.com/album/lemonade-visual-album/).