

PRINT**No Author**

Title. Publisher, Year.

Book with One Author

Author's Last Name, First Name. *Title*. Publisher, Date.

Book with Two Authors

1st Author Last Name, First Name. and 2nd Author's First and Last Names. *Title*. Publisher, Date.

Book with Three or More Authors

1st Author's Last Name, First Name, et al. *Title*. Publisher, Date.

eBook (from research database or open web)

Author's Last Name, First Name, *Title*. Publisher, Date, page number(s). *Title of the web site or database*, URL.
(For URL omit http:// or https://from the citation.)

Encyclopedia

Author's Last Name, First Name (if any). "Title of Entry." *Title of Reference Book*, edited by Editor's First and Last names (if any), Edition number, Publisher, Date, Pages.

Online Encyclopedia

Author's Last name, First Name (if any). "Title of Entry." *Title of Reference Book*, Publisher, Date, DOI or URL. Accessed Day Month Year.

Organization or Government as Author

Organization Name. *Title*. Publisher. Date.

Government, Government Agency or Department. *Title*.
Publisher, Date.

JOURNALS, MAGAZINES & NEWSPAPERS**Academic Journal** (print source)

Author's Last Name, First name. "Title of Article." *Name of Journal*, Volume, Issue, Date, Pages.

Academic Journal accessed through a Database

Author's Last Name, First Name. "Title of Article." *Name of Journal*, Volume, Issue, Date, Pages. *Name of Database*, DOI or URL. Accessed Day Month Year.

Magazine Article (print source)

Author's Last Name, First Name. "Title of Article." *Name of Magazine*, Date, Pages.

Magazine Article (accessed through a Database)

Author's Last Name, First Name. "Title of Article." *Name of Periodical*, Volume, Issue, Date, Pages. *Name of Database*, DOI or URL. Accessed Day Month Year.

Magazine Article (online)

Author's Last Name, First Name. "Title of Article." *Name of Magazine*, Date on web, Pages (if any), URL. Accessed Day Month Year.

JOURNALS, MAGAZINES & NEWSPAPERS**Newspaper** (print source)

Author's Last Name, First Name. "Title of Article." *Name of Newspaper*, Date, Pages.

Newspaper (accessed through a Database)

Author's Last Name, First Name. "Title of Article." *Name of Newspaper*, Date, Pages. *Name of Database*, DOI or URL. Accessed Day Month Year.

Newspaper (online)

Author's Last Name, First Name. "Title of Article." *Name of Newspaper*, Date on web, URL. Access Day Month Year.

NON PRINT**Blog**

Author's Last Name, First Name. "Title of Blog Entry." *Title of Blog*. Date, URL. Accessed Day Month Year.

CD

Last name, First Name. "Title of Work." *Title of Album*, Distributor, Date.

DVD

"Title of Episode." Broadcast Year. *Title of DVD*, role by First and Last Names, season, episode, Production Studio, Release Year, disc number.

Podcast

If you access a podcast online, give the URL and date of access; if you access it through a service such as *iTunes* or *Spotify*, indicate that instead.

Last Name, First Name, role. "Title of Episode." *Title of Program*, season, episode, Sponsor, Date, URL. Accessed Day Month Year.

Sound Recording (online)

Last Name, First Name. "Title of Work." *Title of Album*, Distributor, Date. *Name of Audio Service*.

Website

Last Name, First Name, role. *Title of Site*. Publisher, Date, URL. Accessed Day Month Year.

Work on a Website

Author's Last Name, First Name (if any). "Title of Work." *Title of Site*, Publisher, Date, URL. Accessed Day Month Year.

MLA8

One standard citation format that applies to every source type. MLA8 was designed to simplify the process of citing sources. It requires that every source type follow the same format. This means that books, websites, periodicals, videos, photographs, and all other types of sources now use the same standard format.

MLA8 requires researchers to locate the same core elements from their sources and place them in a standard order in order to create a citation.

One major difference with MLA8 is the use of containers in citations. Containers are the elements that “hold” the source. For example, if a television episode is watched on Hulu, Hulu is the container. Both the title of the source and its container would be included in the citation.

Core Elements of an MLA8 citation including the following:

1. Authors.
2. Title of the source.
3. Title of container,
4. Other contributors,
5. Version,
6. Numbers,
7. Publisher,
8. Publication date,
9. Location.

The appropriate punctuation mark will follow each core element, unless it is the final piece. In this case, the punctuation mark would be a period.

EXAMPLES:

Holt, K. A. *House Arrest*. Chronicle Books, 2015.

Lawless, Robert E. *The Student's Guide to Financial Literacy*.

ABC-CLIO, LLC, 2010.

INFOhio Databases

All INFOhio databases have a citation option. Once results are located from each database you can utilize the cite option in the tool box (generally on the right hand side). It will automatically create the citation for you. Simply select MLA format if it is not the default. Remember this is a rough draft of a citation. Be sure to double check the results.

Created by Ruth Riley, Librarian
Poland High School

April 2018 (Edited by Denette Mottayaw)

CITATION GUIDE

A works cited list provides full bibliographic information for every source cited in your text. The following guidelines have been taken from *A Guide to MLA Style*, W. W. Norton, 2016 Update, and *A Complete Guide to MLA 8*, Easy Bib, a Chegg service, 2016.

- Begin the Works Cited list on a new page at the end of the paper.
- Number the page as a continuation of the text.
- Start your list with the title *Works Cited*, centered one inch from the top.
- Double-space the entire Works Cited list.
- Begin each entry at the left margin.
- Indent subsequent lines one-half inch (or five spaces).
- Alphabetize the list by authors' last names (or by editors' or translators' names, if appropriate).
- Alphabetize works with no author or editor by title, disregarding *A*, *An*, or *The*.
- Sources beginning with numerals are alphabetized as if the number were spelled out.

World Book Citation Builder (through INFOhio)

This is a great tool if you need a simple citation.

- From the INFOhio World Book portal, click on *World Book Advanced*.
- From the right hand side of the page, select *Research & Resources*.
- Click on *Citation Builder*.
- Select the appropriate citation type (i.e., book, website, etc.) and enter the appropriate information.
- Fill in available information requested. Not all fields may need to be completed.
- Click *Create Citation*. Various citation formats will appear. Select the appropriate format. (MLA, APA, Harvard).
- Copy and paste citation into a Google or Word document, correcting spelling and indentation, if needed.

