



# Plagiarism is stealing.

It is the theft of another's work... and it is against the law. (Academic Dishonesty WAC 132Q-30-210)

The best way to avoid plagiarism is to ask your teacher or librarian for help citing your sources.

You MUST give credit by citing the source whenever you:

- Use another person's ideas or theories
- Use statistics, graphs, graphics, images, etc.
- Quote another person's words that you have read or heard
- Paraphrase another person's ideas or words

## SCC Library

# MLA Format Quick Guide



### Ask Us 24/7

## Guidelines

### General:

- Typed, double spaced text, 1 inch margins on all sides.
- Legible font, ex., Times New Roman, Courier New or Arial. Font size = 12 point.
- Leave only one space after periods.
- Include a header with your last name, followed by a space and then the page number, aligned right (on every single page).
- Begin each paragraph with a half-inch indent.

### First Page:

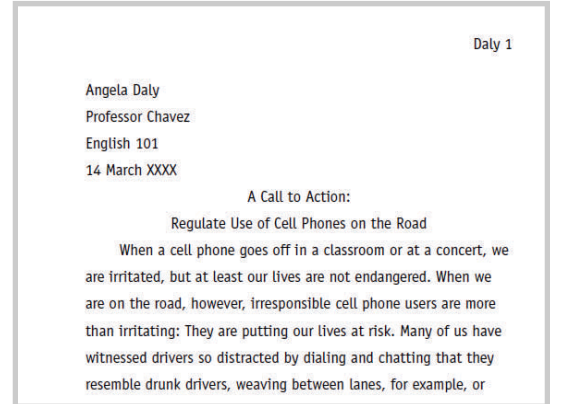
- No title page, unless requested.
- In the upper left-hand corner, list your name, your instructor's name, the course, and the date - double-spaced (see example).
- Center the title of your paper. Do not underline, italicize or place your title within quotes.

### Works Cited Page:

- Begin on a new page at the end of the paper.
- Label the page Works Cited, centered at the top of the page.
- Double-space everything - both between and within all citations. Use the hanging indent style (see example).
- Every citation must include the Medium of Publication. Most entries will be either Print or Web. For examples - see the other side of this pamphlet!
- Titles are *italicized* - not underlined. Capitalize principle words in the titles of articles, books, etc. (Exceptions may apply - ask for help.)

**Always follow your instructor's guidelines!**

## First Page Example



## Works Cited Page



Source for examples above:  
Hacker, Diana. "Sample MLA First Page (Daly)." *Research and Documentation Online*. n.d. Web. 1 Oct. 2009. PDF file.  
Find the entire sample paper at:  
<http://dianahacker.com/pdfs/Hacker-Daly-MLA.pdf>

## SCC Library

Learning Resources Center  
Spokane Community College  
1810 N. Greene St.  
MS 2160  
Spokane, WA 99217

Reference Desk: 509-533-8821  
Circulation Desk: 509-533-8255  
Fax: 509-533-8818  
Reference Desk E-mail:  
Reference@scs.spokane.edu



Community Colleges of Spokane provides equal opportunity in education and employment. Person(s) with a disability requiring any auxiliary aids or accommodations should contact the college. For TTY service call 533-7482.

[www.scc.spokane.edu/?library](http://www.scc.spokane.edu/?library)

# In-text Citations

Remember - you **MUST** give credit to sources you quote or paraphrase.

The sources you note within the text of your paper should correspond to citations listed on your Works Cited list. In other words - they should match up!

## In-text Citation - Print - Known Author

Human beings have been described by Kenneth Burke as "symbol-using animals" (3).

OR

Human beings have been described as "symbol-using animals" (Burke 3).

## In-text Citation - Print - No Author Named

Tougher laws regulating phone use while driving can "make our roads safer" ("Texting in Motion Kills" 6).

[Check the current MLA Handbook for more de-](#)

# Works Cited

**Note:** Examples have been compressed to save space. All citations should be double-spaced on your Works Cited page. Remember your hanging indents!

## Books

### Basic Book Format - Print

Lastname, Firstname. *Book Title*. Place of publication: Publisher, Year of publication. Medium of Publication.

### Book - One Author

Reiman, Tonya. *The Power of Body Language: How to Succeed in Every Business and Social Encounter*. New York: Pocket Books, 2007. Print.

### Book - Two Authors

Walker, Gabrielle, and David King. *The Hot Topic: What We Can Do About Global Warming*. Orlando: Harcourt, Inc., 2008. Print.

### Book - No Author Named

*The Chicago Manual of Style*. 14th ed. Chicago: University of Chicago Press, 1993. Print.

### Book - with an Editor (ex., an entire Anthology)

Pfeiffer, Bruce Brooks, ed. *The Essential Frank Lloyd Wright: Critical Writings on Architecture*. Princeton: Princeton University Press, 2008. Print.

### Basic Work in an Anthology Format - Print

Lastname, Firstname. "Title of Essay." *Title of Anthology*. Ed. Editor's Name. Place of publication: Publisher, Year. Page range of entry. Medium of Publication.

### Work in an Anthology

Harris, Muriel. "Talk to Me." *A Tutor's Guide*. Ed. Ben Rafoth. Portsmouth, NH: Heinemann, 2000. 24-34. Print.

### Article in a Reference Book (ex., Encyclopedia)

"Ideology." *The American Heritage Dictionary*. 3rd ed. 1997. Print.

## Periodicals - Print & Web

### Basic Article Format - Print

Lastname, Firstname. "Article Title." *Title of Periodical*. Day Month Year: pages. Print.

### Basic Article Format - Web

Lastname, Firstname. "Article Title." *Title of Periodical*. Day Month Year: pages. Web. Date of access.

### Newspaper Article - Print

Vestal, Shawn. "Professors Worried About Web Plagiarism." *Spokesman Review* 21 Aug. 2005: A11. Print.

### Newspaper Article - Web

Vestal, Shawn. "Professors Worried About Web Plagiarism." *Spokesman Review* 21 Aug. 2005: A11. Web. 4 Nov. 2008.

### Magazine Article - One Author - Print

Bernstein, David. "Closed Books." *National Review* 18 May 1998: 24-27. Print.

### Magazine Article - No Author - Print

"Radiation." *Time* 9 Aug. 1993: 40-42. Print.

### Magazine Article - One Author - Web

Bernstein, Mark. "10 Tips on Writing the Living Web." *A List Apart: For People Who Make Websites*. Portent Magazine., 16 Aug. 2002. Web. 4 June 2009.

### Scholarly Journal Article - Print

Wimmer, Art. "Using Technology to Help Solve Crimes." *FBI Law Enforcement Bulletin* 77.12 (2008): 7-10. Print.

### Scholarly Journal Article - Web

Dolby, Nadine. "Research in Youth Culture and Policy: Current Conditions and Future Directions." *Social Work and Society: The International Online-Only Journal* 6.2 (2008): n. pag. Web. 20 July 2009.

## Library Databases

### Basic Online Database Article Format

Lastname, Firstname. "Article Title." *Publication Title*. Day Month Year: Pages. *Database*. Web. Date of access.

### ProQuest Database

Bishop, Kyle. "Raising the Dead." *Journal of Popular Film & Television* 35.4 (2008): 196-205. *ProQuest*. Web. 28 May 2008.

### CQ Researcher Database

Clemmitt, Marcia. "Prostitution Debate." *CQ Researcher* 18.19 (2008): 433-456. *CQ Researcher Online*. Web. 28 May 2008.

## Websites

### Basic Website Format

Editor, author, or compiler name (if available). *Name of Site*. Version number. Name of institution/organization affiliated with the site (sponsor or publisher), date of resource creation (if available). Medium of publication. Date of access.

**Note:** MLA no longer requires URLs. However, your instructor may still require them. Ask us for help!

### An Entire Website

*The Purdue OWL Family of Sites*. The Writing Lab and OWL at Purdue and Purdue U, 2008. Web. 23 Apr. 2008.

### Part of a Website - with Author

Shiva, Vandana. "Bioethics: A Third World Issue." *NativeWeb*. Native Voices Int., n.d. Web. 24 Feb. 2009.

### Part of a Website - without Author

"How to Make Vegetarian Chili." *eHow.com*. eHow, n.d. Web. 24 Feb. 2009.

### Blog

Salmar1515 [Sal Hernandez]. "Re: Best Strategy: Fenced Pastures vs. Max Number of Rooms?" *BoardGameGeek*. BoardGameGeek, 29 Sept. 2008. Web. 5 Apr. 2009.

### Government Document

United States. National Archives and Records Administration. *The Bill of Rights*. 29 Jan. 1998. Web. 18 May 2007.

### Image (Including a Painting/Sculpture or Photograph)

Klee, Paul. *Twittering Machine*. 1922. Museum of Modern Art, New York. *The Artchive*. Web. 22 May 2006.

## Other Sources

### E-mail

Neyhart, David. "Re: Online Tutoring." Message to Joe Barbato. 1 Dec. 2000. E-mail.

### Personal Interview

Akufo, Dautey. Personal interview. 11 Aug. 2005.

### Film

*The Usual Suspects*. Dir. Bryan Singer. Perf. Kevin Spacey, Gabriel Byrne, Chazz Palminteri, Stephen Baldwin, and Benicio del Toro. Polygram, 1995. Film.

For more info - go to the  
Online Writing Lab

<http://owl.english.purdue.edu/owl/>