

# Cite This!

## MLA style workshop

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Learning objective: Gain familiarity and practice with identifying **when to cite** and **how to cite** a source.

Anoka Technical College Library

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May 2008

“Practice makes it less  
painful.”

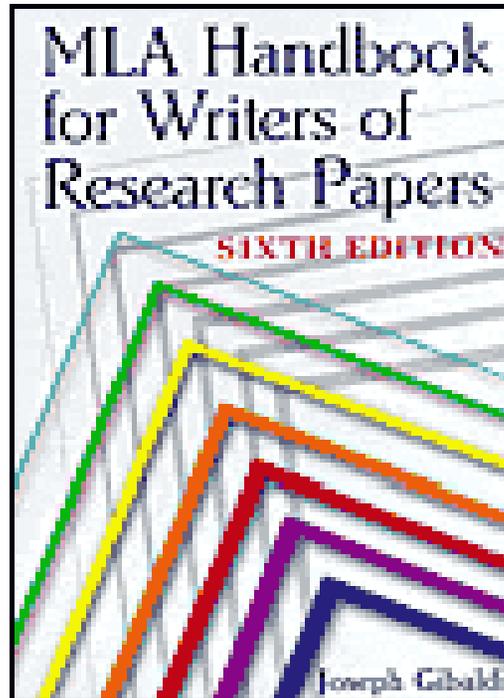
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# MLA Citation handbook

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LB2369 .G53 2003



# How do I use it?

- Table of Contents:
- Format – chapter 4
- Works Cited – chapter 5
- In-text – chapter 6

- Index:
- Alphabetical by term
- Indented by place (i.e. Works Cited)
- Jot down section number



# Methods of in-body citation

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- Paraphrase (Author page).
- Author's name in the paraphrase (page).
- “Quotation” (Author page).

# How do we... paraphrase?



- Introduce and restate another person's original ideas **in your own words**.
- **Do not** follow the author's sentence structure or sequence of ideas.
- **Cite** with parentheses.



## Paraphrase with parenthetical citation:

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There are difficulties in labeling children with a type of intelligence, including the problem that labels may last, while the assessment may change (Gardner 139).



## Paraphrase with in-text citation:

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Gardner explains that there are difficulties in labeling children with a type of intelligence, including the problem that labels may last, while the assessment may change (139).



## Direct quotation:

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Educators are cautioned that “...labels tend to stick, and few people go back later to document a shifting profile of intelligences” (Gardner 139).



## When to cite.

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- ❑ Cite all mentions of another author's original ideas, statistics, studies, borrowed concepts & phrases, images, quoted material, and tables.
- ❑ You do not have to cite facts which are commonly known by your audience and easily verified in reference sources.
- ❑ When in doubt, cite your source.



## You decide: which would you need to cite?

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A. On September 11, 2001, the World Trade Center and the Pentagon were attacked by hijacked airplanes.

B. Atta, Binalshibh, al Shehhi, and Jarrah had lived in Germany and were chosen over more established Al Qaeda members due to their exposure to the West and ability to speak English.



## **B: Correct!**

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“A” would not need to be cited – a well-known historical fact that your audience has heard of.

“B” would need to be cited, it is very specific information that is not commonly known.



# How would you cite it?

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## In-body:

Atta, Binalshibh, al Shehhi, and Jarrah had lived in Germany and were chosen over more established Al Qaeda members due to their exposure to the West and ability to speak English (National Commission 160).

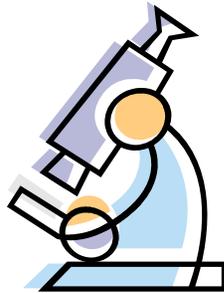
## Works Cited:

National Commission on Terrorist Attacks Upon the United States. The 9/11 Commission Report. New York: W.W. Norton, 2004.

## Try again: which would you need to cite?

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A. "The science labs at East St. Louis High School are 30 to 50 years outdated."



B. When public schools were segregated, conditions were not equal.



## A: Correct!

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“A” would need to be cited – it is an exact quote. Even if it was rephrased without quotation marks, the information is quite specific.

“B” is commonly known and repeated in multiple reference books.



# How would you cite it?

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## In-body:

“The science labs at East St. Louis High School are 30 to 50 years outdated” (Kozol 27).

## Works Cited:

Kozol, Jonathan. Savage inequalities: Children in America's Schools. New York: HarperCollins, 1991.



## Works Cited page: MLA style citation

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- Include a “**Works Cited**” page listing all sources cited within the body of the paper.
- **Double-space, alphabetize the entries.**
- Do **not** indent first line, but **do** indent the following line(s) in an entry. (Called “hanging indent” in MSWord.)



## Citing at the end of your paper:

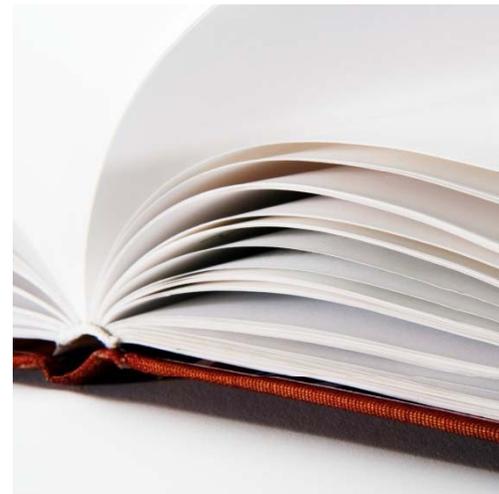
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- All sources cited within the body of your paper should be cited in full at the end, on a “Works Cited” page.
- Citing “in full” means that you should account for all major bibliographic elements, not just the author and date.

# Elements for citing books:

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- 1. Author.
- 2. Title of the Book.
- 3. Edition number.
- 4. Place of Publication:
- 5. Publisher,
- 6. Date.

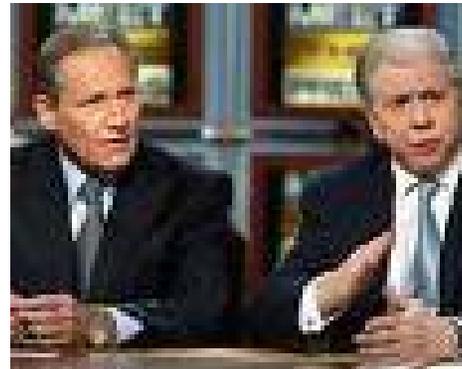


Allende, Isabel. The House of the Spirits.  
New York: Bantam Books, 1989.

## To cite a book with more than one author:

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- 1. **Author, and Author.**
- 2. **Title of work.**
- 3. **Edition number.**
- 4. **Place of Publication:**
- 5. **Publisher.**
- 6. **Year of publication.**



**Bernstein, Carl and Bob Woodward. All the President's Men. 2<sup>nd</sup> ed. New York: Simon & Schuster, 1994.**



## To cite an article/essay/poem in an edited book:

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- 1. **Author.**
- 2. **“Title of Article.”**
- 3. **Title of book.**
- 4. **Name of editor(s).**
- 5. **Place of Publisher:**
- 6. **Publisher,**
- 7. **Date.**
- 8. **Page numbers of article.**

**Derrida, Jaques. “Deconstructionist Theory: Unraveling  
Lois Lowry’s The Giver.” Interpreting Young Adult  
Literature. Ed. John Moore. Portsmouth, NH:  
Boynton/Cook, 1997. 57-85.**

# A newspaper article:

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- 1. **Author.**
- 2. **“Article title.”**
- 3. **Newspaper Title**
- 4. **Date:**
- 5. **Page numbers.**



**Shefchik, Rick. “What’s a Powerless Parent to do?” Saint Paul Pioneer Press 2 May 2001: 1E.**



# A journal article:

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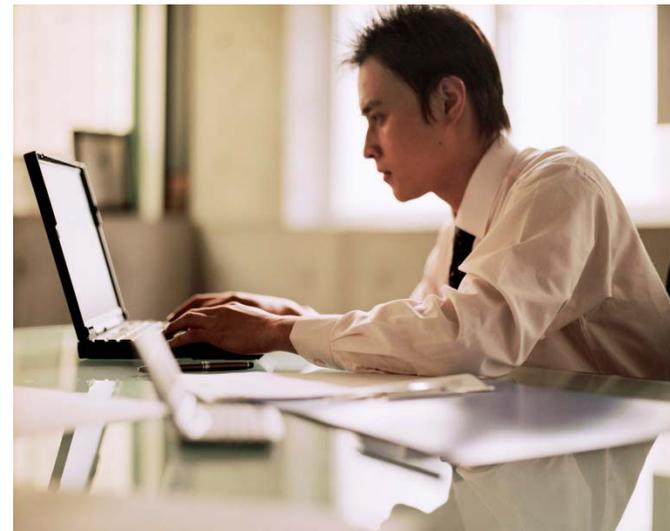
- 1. Author.
- 2. “Article Title.”
- 3. Journal Title
- 4. Vol.issue
- 5. (Year):
- 6. Pages.

**George, Joey F. “The Theory of Planned Behavior and Internet Purchasing.” Internet Research 14.3 (2004): 198-213.**

# Citing a website with an author:

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- 1. **Author.**
- 2. **“Title of Web Article.”**
- 3. **Title of Website.**
- 4. **Day Month Year.**
- 5. **Name of Sponsor.**
- 6. **Retrieval date.**
- 7. **<website address>.**



**Beck, Susan. “Evaluation Criteria.” The Good, the Bad, & the Ugly: Or, Why it’s a Good Idea to Evaluate Web Sources. 3 April 2008. New Mexico State University. 6 May 2008  
<<http://lib.nmsu.edu/instruction/evalcrit.html>>**



# Citing a website without an author:

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- 1. **Title of the Site.**
- 2. **Name of the editor (if given).**
- 2. **Day Month Year.**
- 3. **Electronic Publication Information.**
- 4. **Retrieval Day Month Year**
- 5. **<website address>**

**Supporting Native Americans. February 2000. The Clinton-Gore Administration: A Record of Progress. The Whitehouse. 6 May 2008 <<http://clinton4.nara.gov/WH/Accomplishments/native.html>>**



## Quiz: What are the two dates for citing online sources?

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- a. Author's birth date and retrieval date.
- b. Copyright date and date last updated.
- c. Source date (most current listed,) and retrieval date.



## Answer: c.

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Source date and retrieval date.

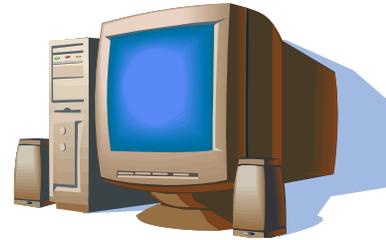
A website date is sometimes hard to find. “Date last updated,” if available, may be used.

Use the abbreviation (n.d.) if there is no date.

# Citing an article from a library (or other online) database:

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- 1. Author.
- 2. “Article Title.”
- 3. Title of Publication
- 4. Date:
- 5. page(s).
- 6. Name of Database.
- 7. Name of Service.
- 8. Place providing access.
- 9. Retrieval date.
- 10. Database entry address.



**Block, Marylaine. “Gullible’s Travels.” Library Journal Spring 2002: 12. Academic Search Elite. EBSCO. Anoka Technical College. 6 May 2008 <<http://web.ebscohost.com>>.**



# Citing a NetLibrary eBook:

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- 1. Author.
- 2. Title of Book.
- 3. Print Version Place of Publication:
- 4. Publisher.
- 5. NetLibrary.
- 6. Retrieval date.
- 7. Website entry address.

Cassell, Justine and Jenkins, Henry. From Barbie to Mortal Kombat: Gender and Computer Games. Cambridge, Mass: MIT Press.  
NetLibrary. 6 May 2008. <<http://www.netlibrary.com>>



# Additional citation tools

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- MS Word 2007 – References ribbon
- Library website – Citing your sources
- Son of Citation Machine – you enter the bibliographic data and a citation is created (but check it!): [www.citationmachine.net](http://www.citationmachine.net)
- KnightCite – more source examples. Type **knightcite** in Google.

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