
MLA STYLE GUIDE

INTRODUCTION

When writing a research paper, it is important to cite any sources that you have consulted in your research. You must acknowledge when you are using the ideas, information or arguments of others, whether they are directly quoted or not. Failure to do so may be construed as plagiarism. Plagiarism is the presentation of the ideas of others as one's own and is a serious offence.

Citation information must appear in two places.

1. **WORKS CITED:** an alphabetical list of sources used.
2. **IN TEXT CITATION:** brief citation in the text of your paper at the point where the borrowed fact or idea appears.

I. WORKS CITED

The works cited list contains all of the sources used in your research. It appears on a separate page at the end of a research paper. Entries are listed alphabetically by main entry (usually the author).

Constructing the Works Cited Page

The 8th edition of the MLA style guide recommends a method which is applicable to **any type of document or source**.

All entries in a Works Cited list are based on nine core elements and should be included in the following order with the punctuation shown. End the full citation with a period.

Note: It's possible that you will not have all of the core elements for a particular source. If not, missing elements are omitted (with the exception of the title). You may also add additional elements (for further clarification see pgs. 50–53 of the 8th edition if the MLA Handbook).

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

Author

Entries begin with the author's last name, followed by a comma, then the rest of the author's name. Place a period at the end of this element.

One author

Blakemore, Robbie G. *History of interior design & furniture: from ancient Egypt to nineteenth-century Europe*. J. Wiley & Sons, 2006.

Two authors

Heatherwick, Thomas and Maisie Rowe. *Thomas Heatherwick : making*. Monacelli Press, 2015.

More than two authors

Pressler, Rudolf, et al. *Antique Biedermeier furniture*. Translated from German by Edward Force. Schiffer, 2002.

Title of Source

The title of the source should follow the author's name, and is written in italics, if independent and self-contained.

Blakemore, Robbie G. ***History of interior design & furniture: from ancient Egypt to nineteenth-century Europe***. J. Wiley & Sons, 2006.

Heatherwick, Thomas and Maisie Rowe. ***Thomas Heatherwick : making***. Monacelli Press, 2015.

Room: *inside contemporary interiors*. Commissioning editor:
Emilia Terragni. Phaidon, 2014.

History of furniture timeline. U. of Victoria, 1999.
www.maltwood.ubic.ca/hoft/

Title of container

A container is where a source is located [e.g. an **anthology** of poems, a **TV series** comprised of episodes, a **website** containing webpages or articles, a **journal** containing articles etc.]. The title of the container is usually italicized and followed by a comma. The title of the contained portion, i.e. something that is part of a larger work is enclosed in quotation marks [e.g. article in a journal, TV episode in a series or a poem in an anthology].

Rogowski, Gary. "A Classic Bookcase in the Craftsman Style." ***Fine Woodworking***, no. 136, May/June 1999, pp. 46-49.

"Bauhaus." ***Modernism***, archive.artsimia.org/modernism/iintro.html

"Putting on the Glitz." ***Economist***, vol. 420, no. 8998, 16 July 2016, pp. 55-56

Jirousek, Charlotte. "The Arts and Crafts Movement." ***Art, Design and Visual Thinking***, char.txa.cornell.edu/art/decart/artcraft/artcraft.htm

Other contributors

For additional contributors beyond the author [e.g. editors, illustrators, translators, etc.], include them in your citation. No need to abbreviate the term.

Pressler, Rudolf, et al. *Antique Biedermeier furniture*. **Translated from German by Edward Force**, Schiffer, 2002.

Bly, John. *English furniture*. **Consultant editor: Eric Knowles**, Shire Publications, 2010.

Version

If your source is a particular edition or version of a work, include the relevant information in your citation.

The Bible. **Authorized King James Version**, Oxford UP, 1998.

Ching, Frank and Corky Binggeli. *Interior design illustrated*. **3rd ed**, Wiley, 2012.

Number

A source may be part of a numbered sequence. This core element refers to volume numbers in books, volume and issue numbers in journals, seasons and episodes in television series etc.

Potvin, John. "Colour Wars: Personality, Textiles and the Art of the Interior in 1930s Britain". *Visual Culture in Britain*, Mar.2015, **Vol. 16, no.1**, pp. 25-41. EBSCOhost, doi:10.1080/14714787.2015.983727.

"The Door." *Game of Thrones*, created by David Benioff and D. B. Weiss, **season 6, episode 5**, HBO, 26 May 2016.

Publisher

If your source has more than one publisher, list them separated by a forward slash (/). Omit words like Company [Co.], Incorporated [Inc.], etc. For academic publishers, abbreviate university with U and press with P.

Manifold Greatness: The Creation and Afterlife of the King James Bible. **Folger Shakespeare Library / Bodleian Libraries, U of Oxford / Harry Ransom Center, U of Texas, Austin**, manifoldgreatness.org.

Publication date

Generally, provide the date of your source with the details provided [e.g. exact date and time a comment was posted to a blog]. If a source has more than one date, cite the most relevant one.

"Hush." *Buffy the Vampire Slayer*, created by Joss Whedon, performance by Sarah Michelle Gellar, season 4, episode 10, WB Television Network, **14 Dec. 1999**.

Location

A source's location depends upon the medium of publication.

Print sources

The page number describes a print source's location. A single page is preceded by p. and multiple pages are preceded by pp.

Rogowski, Gary. "A Classic Bookcase in the Craftsman Style." *Fine Woodworking*, no. 136, May/June 1999, **pp. 46-49**.

Electronic sources (web publications)

Include a URL or web address to help readers locate your sources.

History of furniture timeline. U. of Victoria, 1999.
www.maltwood.uvic.ca/hoft/.

“Building Permit.” *City of Vancouver*, 2017, www.vancouver.ca/home-property-development/building-permit.aspx.

Because web addresses are not static and because documents sometimes appear in multiple places on the web [e.g., on multiple databases], MLA encourages the use of citing containers such as Youtube, JSTOR, Spotify, or Netflix in order to easily access and verify sources. However, MLA only requires the www address, so eliminate all <https://> when citing URLs.

Many scholarly journal articles found in databases like *EBSCOhost* include a DOI [digital object identifier]. If a DOI is available, cite the DOI number instead of the URL. If it's from a database, include the name of the database in Italics.

Potvin, John. “Colour Wars: Personality, Textiles and the Art of the Interior in 1930s Britain”. *Visual Culture in Britain*, Mar.2015, Vol. 16, no.1, pp. 25-41. *EBSCOhost*, doi:10.1080/14714787.2015.983727.

Online newspapers and magazines sometimes include a “permalink,” which is a shortened, stable version of a URL. Look for a “share” or “cite this” button to see if a source includes a permalink. If you can find a permalink, use that instead of a URL.

Szita, Jane. “Knock on Wood.” *Frame*, no. 106, Sep/Oct2015, pp. 108-111. *EBSCOhost* 0-search.ebscohost.com. innopac.lib.bcit.ca/login.aspx?direct=true&db=asub&AN=110676388.

ADDITIONAL INFORMATION

Citing Images

Images are labelled Figure (usually abbreviated to Fig.), given a number and a brief, descriptive caption.

If the caption provides the following information about the source of the image, you do not need to include an entry for the image in the works cited list.

Image from a printed source

Artist's Last Name, First Name. *Title of Artwork*. Date Artwork Created, Name of Institution or Private Collection Housing Artwork, City Where it is Housed. *Title of Print Resource*, Author or Editor Name, Publisher, year, page or plate number.

Digital image from the internet or online database

Artist's Last Name, First Name. *Title of Artwork*. Date Artwork Created, Name of Institution or Private Collection Housing Artwork, City Where it is Housed. Name of Website, URL or DOI. Date of Access [Optional].



Fig. 1. Chair formed from freehand sketches;

Front Design. *Sketch Chair*. 2005, Victoria and Albert Museum, London. www.vam.ac.uk/collections/furniture. March 16, 2017.

II. IN TEXT CITATIONS

In text citation are brief citations, enclosed in parentheses in the text of your paper at the point where the borrowed fact or idea appears. They give direct credit to a source you have used and guide the reader to the corresponding reference in your Works Cited list. In text citations are as brief as possible, usually just the author and page, or just the page if you incorporated the author into your text. These references are situated right after a quotation or paraphrase.

Short quotations (fewer than 4 lines of text)

Enclose the text in quotation marks. Place the author and page number after the quote, in parentheses. End with a period.

“It should never be forgotten that domestic English furniture was always intended for use as well as decoration” (Bly 134).

Long Quotations (more than 4 lines of text)

Long quotations should be set off from the text by beginning a new line, indented and double spaced. Quotation marks are not used. Periods come before the parenthetical reference.

It should never be forgotten that domestic English furniture was always intended for use as well as decoration. Treated with care and respect, old furniture can add warm atmosphere and character to a home and most important of all, it will continue to improve in appearance while providing the owner with a pleasing and tangible piece of English history. (Bly 134)

Paraphrase

A paraphrase is a rewording of an idea, information or argument written or spoken by someone else.

Bly emphasises that we should remember that English domestic furniture had both decorative and practical uses [134].

Examples of In-text citations:

Single author

Place the author's last name and page number in parenthesis at the end of the quote or paraphrase. If the author's name is mentioned in the text, only include the page number.

"English domestic furniture had both decorative and practical uses" (Bly 134).

Bly emphasises that we should remember that "English domestic furniture had both decorative and practical uses" [134].

Multiple works by a single author

The author's last name is followed by the title of the work and page number[s].

[Miller, *Chairs* 129]

[Miller, *Furniture* 206]

A single work with two authors

Include the last names of both authors connected with "and".

[Mackintosh and Macaulay 29]

A single work with three or more authors

Give the first author's last name followed by et al. and the page number[s].

[Pressler et al. 86]

No Author

If there is no author, use the italicized title (or a shortened version if it is longer than a few words), followed by the page number[s].

Titles of containers (e.g. journals, TV series, websites) are written in italics.

[*System Architecture* 58]

Titles of items in containers (e.g. articles, TV episodes, webpages) are placed in quotation marks.

["Putting on the Glitz" 55]

Unsigned dictionary definitions

Require only the title of the entry written in quotation marks.

The Gage Canadian Dictionary defines a keener as "a very enthusiastic or eager participant in something" ["Keener"].

Corporate Organizations (e.g. government agencies, associations, etc.)

List the name of the corporate organization as you would the author of a work, followed by the page number, if there is one.

[Interior Designers of Canada]

Websites

If the website has an author cite with the author's last name

[Jirousek]

Website without an author

Use the title of the web page (or a shortened version of the title).

["Bauhaus"]

Time-based media (e.g. audio and video recordings)

Cite the time (or time-range) in place of a page number. Include the hours, minutes and seconds separated by a colon.

[*Interior Finishing Work* 00:03:16-17]

Find more information on Purdue University's MLA 8 guide: <https://owl.english.purdue.edu/owl/resource/747/01/>