Modern Language Association (MLA) Formatting and Style Guide

What your paper should look like:

Works Cited (sources) page:

Your Last Name #

Student Name (me)

Teacher Name (you)

Class (us)

Date (23 October 2017)

Title

    Type your paragraphs. Notice the title above is NOT in quotes or bold or underlined. Notice this paragraph is double spaced.

    One inch margins around the paper. Delete the extra spacing between paragraphs, so it is all simply double spaced. Times New Roman font that is 12 point size.

Your Last Name #

Works Cited

This list is in ABC order by the first word (unless that word is "A," "An," or "The") with no bullets or numbering.

This list is double spaced with no extra spacing between lines.

This list has a **hanging indent**, which you can find in the "Home" tab under "Paragraph Settings."

Below is the "formula" to follow for citing a book.

Author last, first. "Title of Article." *Title of Book*. **City published: Publisher, Year. Medium.**

Medium is either print, web, or multimedia.

Any information you cannot find is omitted.

In-Text Citations (Parenthetical Citations / Direct Quotes)

- NOT DIALOGE, but something copied word for word because it cannot be paraphrased.
- Must have an intro written by the student, the part copied word for word, and the parentheses with the source (see back of this sheet) period
- Ellipses are used to delete part of the quote.
- Square brackets [ ] are used to alter the quote for grammatical accuracy.
- Examples:
  According to experts in the field, "The sea turtles have been migrating north through the Adriatic current at an alarming rate" (Greene 23).
  Many researchers argue, "…without quick action, the [sea] turtles may soon be extinct" (Greene 56).