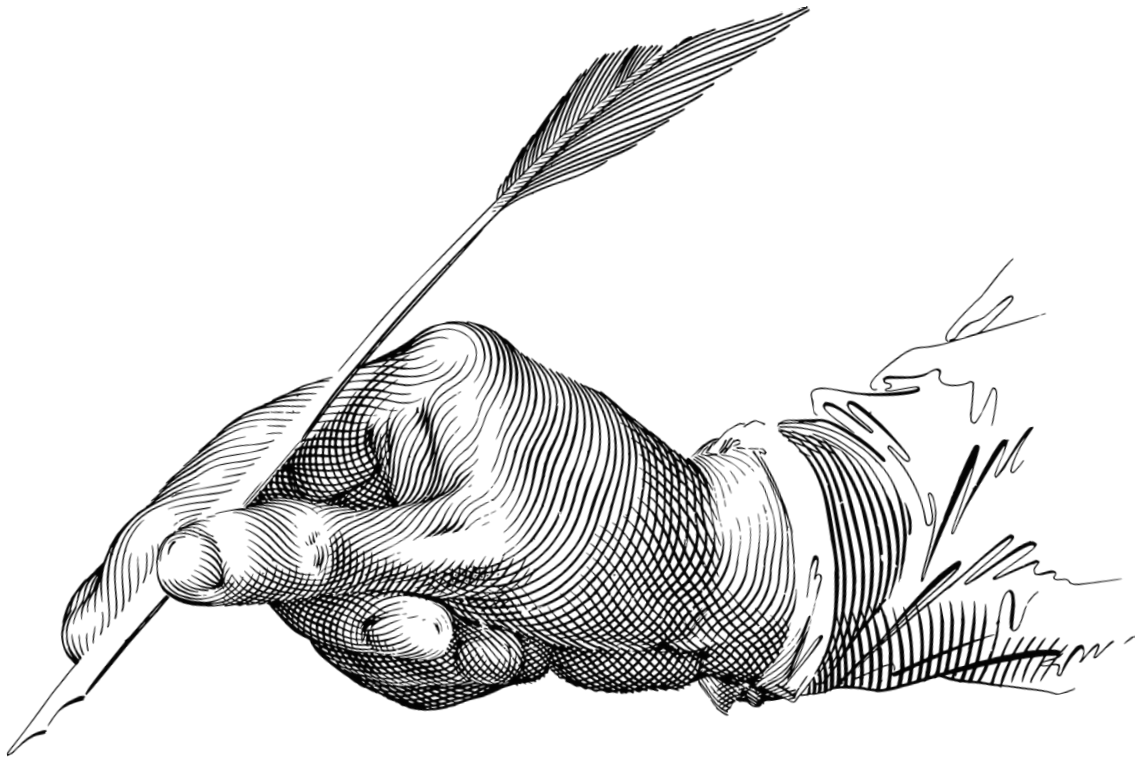


MLA 9th Edition

Style Guide

Spring 2025



Alexander College
WRITING AND LEARNING CENTRE

Welcome to MLA

This guide provides instructions and examples for citing sources in MLA style.

What is MLA?

MLA stands for Modern Language Association, which is the name of the group who standardized this style of formatting and citing.

What is a citation?

Citations are a way to show where you found the information you are using in your work.

When do I have to cite?

Every sentence with outside information (anything that is NOT your own thoughts or interpretations) should end with a citation and have a corresponding reference in the “Works Cited” section at the end of your paper.

***NOTE:** Some instructors have their own requirements for citations. Please cite according to your instructor’s guidelines, but keep in mind that they may be different from the MLA style guide’s citation requirements.

Plagiarism

Plagiarism means using another author's words or ideas as your own without crediting the original source.

Common examples of plagiarism in academic writing include:

- Not including a citation when directly quoting or paraphrasing another author’s words or ideas.
- Having another person or AI write your paper for you.
- Misrepresenting another person’s words or including incorrect citations.
- Not changing both language and sentence structure when paraphrasing a source. For example, only changing a few words for synonyms.

Plagiarism is not always intentional, but the consequences of committing it can be severe. The best way to avoid plagiarism is to **do your own work, cite your sources, and ask for help if you need it.**

Artificial Intelligence (AI) in Assignments

AI is not a reliable source of information and is not acceptable for most assignments. **You should not use AI unless explicitly permitted by your instructor.** If you’re unsure, ask before using it.

If you do use it, you must give credit when using text or ideas generated by AI software (ChatGPT, Grammarly, translators, etc.) in your paper and include citations. **Using AI without being honest is plagiarism.**

Glossary

Accessed Date	The date that <i>you</i> read the source.
Anthology	An edited collection featuring works (e.g., articles, poems etc.) by different authors.
Consecutive Citation	A sentence that needs a citation followed immediately by another sentence that needs a citation to the same source.
et al.	Means “and others.” Used in cases of three or more authors.
Group Author	A company, association, organization, government department, or agency.
Indent	The 1.27 cm (0.5 inch) space from the margin on the first line of every paragraph and the second line onward of every Works Cited entry.
Indirect Citation	When you are using the ideas of one author written in another person's work. In-text, you will cite the author you are reading AND the one they are quoting.
Initial	The first letter of a name or word, written as a single uppercase letter followed by a period.
Inverted	Words placed in the opposite order, such as moving the last name to the front (last name, first name).
Last Name	A family name or surname.
Medium	The type of art or post. Examples include photo, video, etc.
MLA	Modern Language Association.
Page Range	The first and last page numbers of an article or story. This is the section of a journal or book that you referenced.
Stable URL/Permalink or DOI	A link that will stay consistent over time. A DOI (Digital Object Identifier) is a unique link used for online journals and academic articles.

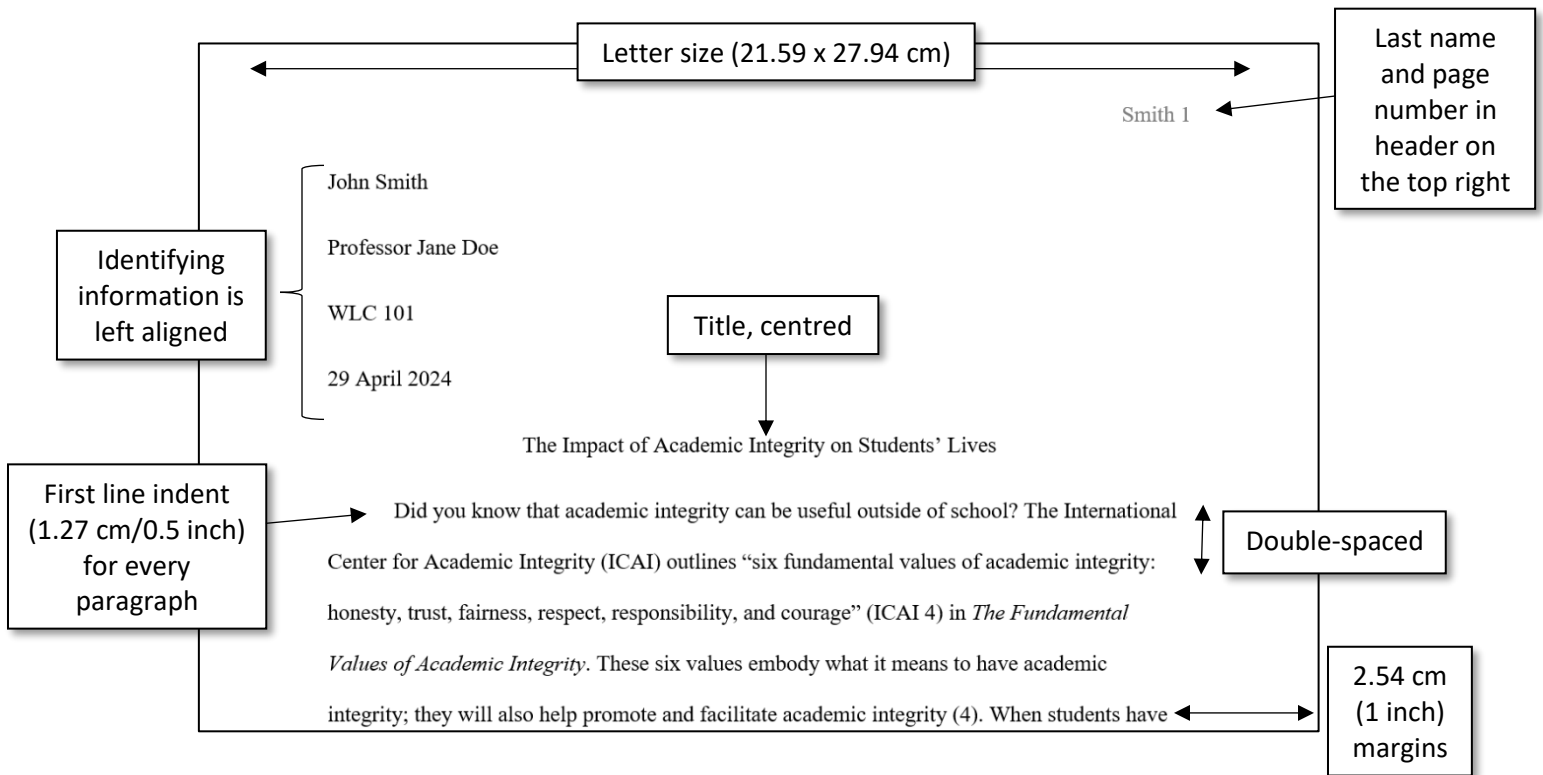
Paper Formatting

General Formatting & First Page

Every paper should be formatted accordingly:

- Student's last name and page number in the top right corner of the header.
- Your name, instructor's name, course code, and the due date at the top of the first page, left aligned.
 - Instructors may expect different information on the title page than is listed here. If so, follow the instructor's guidelines.

***NOTE:** Word documents are set to this size by default. Normally, students will not have to change the size and margins of their document.



Entries in the Works Cited list should be formatted accordingly:

Sharpe, Melissa. "Demonstrating Critical Thinking in Writing Assignments." *OASIS Writing*

Skills, Walden University, 19 July 2017, <https://www.waldenu.edu/c.php?g=465763&p=3595931>.

Double-spaced

1.27 cm (0.5 inch)
hanging indent

In-Text Citations

When you use information, ideas, or facts that come from a source, you need to include a citation. In the body of the assignment, put parentheses () with the source information at the end of every sentence that includes outside information.

Include in-text citations for:

- **Direct quotations:** If you copy words from somewhere, you must include a citation. Use “quotation marks” to show that they are the author’s original words.
 - **Example:** The author claims “the number one cause of student stress before exams is poor time management” (Samuels 6).
- **Paraphrases and Summaries:** When you take an idea, fact, or opinion from a source and rewrite it in your own words, you must include a citation.
 - **Example:** The main reason students feel stressed before exams is that they don’t plan their time well (Samuels 6).

Required information for in-text citations in MLA style:

- Author’s last name(s)
- Page number (skip this if there is no page number)
- Timestamp (if citing a video/film)

***NOTE:** Each in-text citation should match a reference in the Works Cited page at the end of the essay. Only include in-text citations for sources that are used in the essay.

	In-text citation	Explanation
1 Author	(Gilbert 133)	Put the author’s last name and the page number in parentheses (). Do not add a comma.
2 Authors	(Groake and Tindale 33)	Write both last names with “and” not “&.”
3+ Authors	(Belch et al. 99)	Only write the first author’s last name followed by “et al.” to represent the other authors.
No Page Number	(Elengical)	If there is no page number, do not add one.
Group Author	(Simon Fraser University 23) or (SFU 23)	When there is no named author for a work written by a company, organization, or government department, use the name of the group author or a recognized acronym.
No Author - Article	Full title: “The Impact of Global Warming in North America” (“Impact of Global Warming” 37)	Shorten title to the first three words or a phrase. Put titles of articles in “quotation marks.” Remove the words “the, a, an” at the beginning of the title.

In-Text Citations

Film	<p><i>(Spirited Away)</i></p> <p><i>(Spirited Away 01:35:15-01:38:48)</i></p>	<p>Write the title of the film in italics.</p> <p>Use timestamps when you describe a specific scene or dialogue. Timestamps are expressed in hours, minutes and seconds— HH:MM:SS.</p>
Artificial Intelligence (AI)	<p>("Describe the symbolism")</p>	<p>Write a shortened version of the prompt used.</p> <p>*NOTE: Most instructors strictly prohibit the use of AI (e.g., ChatGPT, translators, Grammarly, etc.). If allowed, be honest about what content AI has generated with citations.</p>

Quotation vs. Paraphrase

- Paraphrases **do not** require quotation marks.
- Paraphrases and direct quotes require **the same citation information** in MLA style.

Direct Quote "A key goal of Indigenous style is to show respect on the page" (Younging 87).

Paraphrase Treating the page with respect is one of Indigenous style's primary objectives (Younging 87).

Consecutive Citations in MLA

- Use consecutive citations when citing **the same source multiple times** with no other sources cited in between.
- For the first sentence, cite the source as normal. After that, only use the page number.
 - If the page number is not available, use the author's last name again.

With Page Numbers:

The first citation has the author's last name and page number

When considering factors of youth mental health, "Family-focused treatment 'packages' in LMICs is particularly important" (Pedersen et al. 2038). Some key environmental aspects that foster mental well-being are "parent mental health, family cohesion and parent-child attachment" (2037).

The second citation only has the page number

Without Page Numbers:

If a source does not have a page number, repeat the author's last name each time

When considering factors of youth mental health, "Family-focused treatment 'packages' in LMICs is particularly important" (Pedersen et al.). Some key environmental aspects that foster mental well-being are "parent mental health, family cohesion and parent-child attachment" (Pedersen et al.).

Non-integrated and Integrated Citations

- There are two options for writing citations: Non-integrated and Integrated.

Non-Integrated: End of the Sentence	These researchers found that people reported higher levels of happiness when they “used their financial resources to help others versus themselves” (Atkin et al. 22).	Include all the required citation information at the end of the sentence in brackets ().
Integrated: Within the Sentence	Atkin et al. found that people reported higher levels of happiness when they “used their financial resources to help others versus themselves” (22).	Write the author's name in the sentence and then add the page number at the end of the sentence.

Indirect Citations in MLA

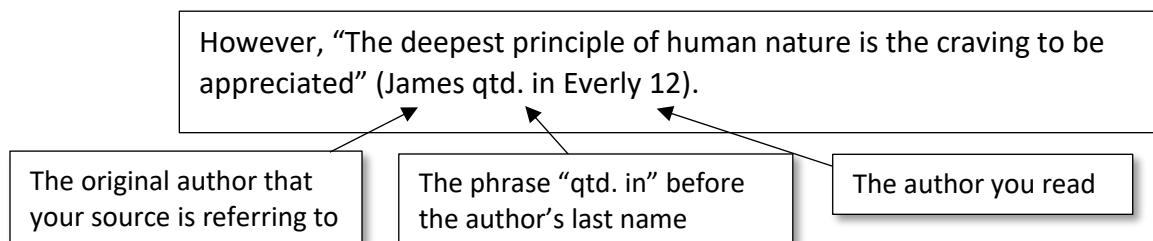
Indirect citations are used when the article or book you are reading contains information from another source that you would like to cite. You should use an indirect citation when paraphrasing or quoting that information.

***NOTE:** You do not need to create a Works Cited reference for the other source because you did not read the full article. You only need to create a reference for the article you read. In other words, according to the example below, a reference is only necessary for Harold Everly’s work.

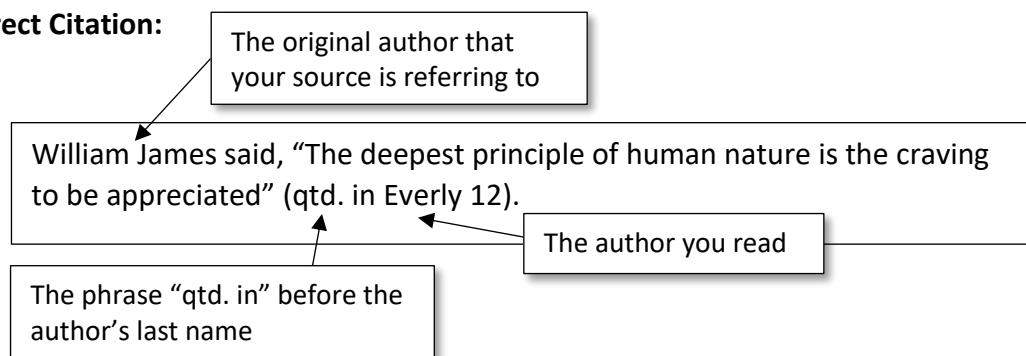
Author of article you read Harold Everly

Text from the article William James argued that “the deepest principle of human nature is the craving to be appreciated.”

Non-Integrated Indirect Citation:



Integrated Indirect Citation:



Works Cited

- The Works Cited is a list of all the sources used throughout an assignment or academic paper in a separate section at the end.
- Works Cited entries have a very specific format and organization. The following sections detail how each element of the Works Cited should appear.

Authors' Names in Works Cited

***NOTE:** The first author's name is **inverted** (last name, first name) in a Works Cited entry.

	Author's Name on the Source	Author's Name in Works Cited	Explanation
1 Author	John Winslow Irving	Irving, John W.	Invert the names in the order of last, first, middle initial.
2 Authors	Leo A. Groarke and Christopher W. Tindale	Groarke, Leo A., and Christopher W. Tindale.	Only the first author's name is inverted. Write the second author's name as usual.
3 + Authors	Stanley J. Shapiro, Kenneth Wong, William D. Perreault, E. Jerome McCarthy	Shapiro, Stanley J., et al.	Only the first author's name is written. Write "et al." to represent the other authors.
Group Author	World Health Organization	World Health Organization.	Use the full name of the organization.
No Author - Article	The Impact of Global Warming in North America	"The Impact of Global Warming in North America."	Put the full article title in "quotation marks."
YouTube Videos	13 Smallest Animals in the World	"13 Smallest Animals in the World."	Use "quotation marks" around YouTube video titles.
Films	Spirited Away	<i>Spirited Away.</i>	Put film titles in <i>italics</i> .

Works Cited

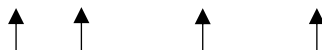
Uncommon Name Formats	Original Name	Name in Works Cited
Hyphenated Names	Joseph Gordon-Levitt	Gordon-Levitt, Joseph.
Multiple Last Names	Lindsey bat Joseph	bat Joseph, Lindsey.
Multiple First Names	Anne Marie Bennett	Bennett, Anne Marie.
Multiple Middle Names	James Hugh Calum Laurie	Laurie, James Hugh Calum.
First Name is an Initial	C. S. Lewis	Lewis, C. S.

Title Capitalization

- Titles are written by capitalizing the initial letter of all first, last, and major words.
 - Major words are content words: verbs, nouns, pronouns, adjectives, and adverbs.

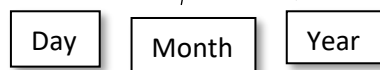
Title on Source: The real world of teenage cyberbullying.

Title in the Works Cited: The Real World of Teenage Cyberbullying.



Date

- Dates should be written as such: 12 Dec. 2014



***NOTE:** The month is abbreviated.

- Use the date of the “last update” or “last revision” when available. Otherwise, use the “publication date.”
- If there is no date for a source, then include an accessed date at the end of the entry.
 - Example:** Accessed 15 June 2021.

Elengical, Jerry. "A Quest for Identity in the Modern Architecture of the Middle East."

Rethinking the Future, www.re-thinkingthefuture.com/architectural-styles/a3486-a-quest-for-identity-in-the-modern-architecture-of-the-middle-east/. Accessed 15 June 2021.

Access date is placed at the end of entry

Works Cited

- Months longer than 4 letters are abbreviated.

January →	Jan.	July →	July
February →	Feb.	August →	Aug.
March →	Mar.	September →	Sept.
April →	Apr.	October →	Oct.
May →	May	November →	Nov.
June →	June	December →	Dec.

- *NOTE:** Months are **not** abbreviated for your first page. They are only abbreviated for publication dates and access dates (in the Works Cited).
 - First page example:** 29 September 2019

URL

- Use stable URLs. This is also known as a permalink.
- Remove the https:// from all URLs.
- Leave the https:// on DOIs.

Original URL	https://www.muskokaregion.com/community-story/9422211-a-brief-history-of-the-madaoueskarini-algonquin-people/.
URL in Works Cited	www.muskokaregion.com/community-story/9422211-a-brief-history-of-the-madaoueskarini-algonquin-people/.
DOI in Works Cited	https://doi.org/10.1016/j.xkme.2020.04.007.

Edition of a Book

- There are some common abbreviations that are used in the Works Cited. They are usually used for books/textbooks.

Edition	ed.
Revised edition	Rev. ed.
Canadian edition	Cdn. ed.

Example: Storey, John. *Cultural Theory and Popular Culture: An Introduction*. 10th ed., Routledge, 2024.

Works Cited Examples

- Use the Works Cited format as a template to organize the information of a Works Cited entry.
- **Replace the information in the box with source specific information.**
 - If information is written in *italics*, said information will be written in italics for your entry.
 - The content without a box should be written as is in the Works Cited entry.
 - Replace all instances of # with the applicable number.
 - vol. # -> vol. 8

Online Sources

Journal Article from an Online Database

Works Cited Format

Author's last name, first name. "Article Title." *Journal Title*, vol. #, no. #,

Publication date, pp. # - #. *Database name*, Stable URL or DOI.

For journal articles, **no. #** refers to the **issue number**

Works Cited Example

Clegg, Deborah J., et al. "Impact of Dietary Potassium Restrictions in CKD on Clinical Outcomes: Benefits of a Plant-Based Diet." *Kidney Medicine*, vol. 2, no. 4, 2020, pp. 476-487. *Science Direct*, <https://doi.org/10.1016/j.xkme.2020.04.007>.

In-text Citation

(Clegg et al. 478).

Works Cited

Article from a Website/Newspaper/Magazine

Works Cited Format

Author's last name, first name.	"Article Title."	<i>Website Name,</i>	Publisher,
Publication date or last updated,	Stable URL.		

Works Cited Example

Sharpe, Melissa. "Demonstrating Critical Thinking in Writing Assignments." *OASIS Writing Skills*, Walden University, 19 July 2017, academicguides.waldenu.edu/c.php?g=465763&p=3595931.

If the Website Name and Publisher are the same, only write the Website Name

In-text Citation

(Sharpe).

Article from a Website – No Author

Works Cited Format

"Article Title."	<i>Website Name,</i>	Publisher,	Publication date or last updated,
Stable URL.			

Works Cited Example

"How to Write a Cover Letter: The All-Time Best Tips." *The Muse*, 27 Nov. 2019, www.themuse.com/advice/how-to-write-a-cover-letter-31-tips-you-need-to-know.

In-text Citation

("How to Write").

All written sources without an author begin with the title in the Works Cited

Article from a Website – Group Author

Works Cited Format

Organization's name.	"Article Title."	<i>Website Name,</i>	Publisher,
Publication date or last updated,	Stable URL.		

Works Cited Example

Simon Fraser University. "A New and Better Summit." *Simon Fraser University Library*, 8 Aug. 2022, www.lib.sfu.ca/about/reach-us/news-events/summit-new-website.

In-text Citation

(Simon Fraser University).

Works Cited

Article from a Website – Government Department

Works Cited Format

Organization's name.	"Article Title."	Publisher,
Publication date or last updated,	Stable URL.	

Works Cited Example

Immigration, Refugees and Citizenship Canada. "How to Access Global Talent."
Government of Canada, 12 June 2021, www.canada.ca/en/immigration-refugees-citizenship/campaigns/hire-immigrants.html.

In-text Citation

(Immigration, Refugees and Citizenship Canada).

E-book

Works Cited Format

Author's last name, first name.	<i>E-book Title</i> .	Edition (if applicable),
Publisher,	Year.	<i>Website name</i> , Stable URL.

Works Cited Example

Gaiman, Neil, and Terry Pratchett. *Good Omens*. Transworld, 2011. *Kobo*,
www.kobo.com/ca/en/ebook/good-omens-1.

In-text Citation

(Gaiman and Pratchett 78).

Artificial Intelligence (AI, e.g., ChatGPT)

Works Cited Format

"Title of source" prompt.	<i>Name of AI Tool</i> ,	Version name or number,	Company,
Date content was generated,	URL to AI tool		

Works Cited Example

"Summarize the main themes in Fahrenheit 451" prompt. *ChatGPT*, GPT-3.5. OpenAI, 13
Feb. 2025, chat.openai.com/chat

In-text Citation

("Summarize the main themes").

***NOTE:** AI is **NOT** a reliable source of information and can only be used with permission from your instructor

Works Cited
Print Sources

Book

Works Cited Format	Author's last name, first name.	<i>Book Title.</i>	Edition (if applicable),	Publisher,	Year.
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Works Cited Example Crowley, Sharon, and Debra Hawhee. *Ancient Rhetorics for Contemporary Students*. 3rd ed., Pearson, 2004.

In-text Citation (Crowley and Hawhee 46).

Anthology (Edited Collection)

Works Cited Format	Author's last name, first name.	"Title of Article/Short Story/Play."	<i>Anthology Title,</i>
	edited by	Editor's first name last name,	Publisher, Year, pp. #-#.

Works Cited Example Sharp, Robert. "Nietzsche on the Cylon Uprising." *Introducing Philosophy Through Pop Culture*, edited by William Irwin and David Kyle Johnson, Wiley-Blackwell, 2010, pp. 194-203.

In-text Citation (Sharp 103).

Class Notes and Lecture

Works Cited Format	Instructor's last name, first name.	"Lecture Title [if applicable]."	Course Name.
	Institution Name,	Location,	Date. Lecture.

Works Cited Example Abbott, Cindy. "18th Century Authors." English 101: Authors Through the Centuries. Alexander College, Burnaby, 3 Aug. 2022. Lecture.

In-text Citation (Abbott).

Works Cited
Recorded Media

Film Viewed in a Class or Theatre

**Works Cited
Format**

Film Title.

Directed by

Director first name last name,

Studio name,

Theatrical release year.

**Works Cited
Example**

Jurassic Park. Directed by Steven Spielberg, Universal Pictures, 1993.

In-text Citation

(*Jurassic Park*).

OR (*Jurassic Park* 01:12:30-01:13:48).

Film Viewed on Kanopy, NFB, Audio Cine Films or Another Streaming Site

**Works Cited
Format**

Film Title.

Directed by

Director first name last name,

Publisher/Studio Name,

Date of publication.

Database/Website name,

URL.

**Works Cited
Example**

Citizen Kane. Directed by Orson Welles, RKO Radio Pictures, 1941. *Kanopy*,

www.kanopy.com/product/citizenkane.

In-text Citation

(*Citizen Kane*).

OR (*Citizen Kane* 00:20:30-00:20:40).

Video Viewed on Sharing Site (YouTube) Created by the Uploader

**Works Cited
Format**

"Video Title."

Website,

uploaded by

Channel name,

Date uploaded,

URL.

**Works Cited
Example**

"13 Smallest Animals in the World." *YouTube*, uploaded by Talltanic, 8 Jan. 2017,

www.youtube.com/watch?v=bU9yc6OTqGY.

In-text Citation

("13 Smallest Animals").

OR ("13 Smallest Animals" 00:02:09-00:02:45).

Works Cited

Video Viewed on Sharing Site (YouTube, TED) with a Different Speaker than the Uploader

Works Cited Format

Last name, first name.	“Video Title.”	<i>Website</i> ,	uploaded by	Channel name,
	Date uploaded,	URL.		

Works Cited Example

Barton, Douglas. “What do Top Students do Differently?” *YouTube*, uploaded by TEDx Talks, 26 Mar. 2015, www.youtube.com/watch?v=Na8m4GPqA30.

In-text Citation

(Barton)
OR (Barton 00:10:00-00:12:00).

Citing Images

Image Originally Published Offline

Works Cited Format

Last name, first name.	<i>Title of Work.</i>	<i>Website/book of image location,</i>
by	Name of author/publisher of website/book,	Year published,
p. #.	Originally published in	<i>Location,</i> by
Original creator’s last name, first name,		City, Original creation date.

Works Cited Example

Topsell, Edward. *Manticore. Curious Woodcuts of Fanciful and Real Beasts*, by Konrad Gesner, 1971, p. 8. Originally published in *The History of Four-Footed Beasts and Serpents*, by Topsell, Edward, London, 1658.

Figure Caption Citation Format

Fig.	#	Creator’s first name last name,	<i>Title of Work,</i>
Medium,	Year created.		

Caption citations are used below figures included in your essay

Figure Caption Citation Example

Fig. 1 Edward Topsell, *Manticore*, woodcut, 1658.

In-text Citation

(Topsell 8).

Works Cited

Image Originally Published Online

Works Cited Format

Last name, first name.

“Title of Work.”

Website Name,

Publisher,

Publication date.

URL.

Works Cited Example

Scola, Cathy. “Colourful Jelly Beans.” *Photos.com*, Getty Images, 10 Apr. 2020.

www.photos.com/featured/colorful-jelly-beans-photo-by-cathy-

scola.html?utm_source=GettyImages&utm_medium=website&utm_campaign=G

ettyImagesBuyPrint.

Figure In-text Citation Format

Fig. #

Creator’s first name last name,

“Title of Work,”

Year uploaded.

Figure In-text Citation Example

Fig. 1 Cathy Scola, “Colourful Jelly Beans,” 2020.

In-text Citation

(Scola).

Helpful Links

Research Help

Learn about doing research or
use AskAway to get help.



(click or scan)

WOnline

This is the WLC's appointment
booking website.



(click or scan)

MLA Sample Paper

An example of MLA
format and citations.



(click or scan)

1. Works Cited at the top, centred

Works Cited

Clegg, Deborah, J., et al. "Impact of Dietary Potassium Restrictions in CKD on Clinical Outcomes: Benefits of a Plant-Based Diet." *Kidney Medicine*, vol. 2, no. 4, 2020, pp. 476-487. *Science Direct*, <https://doi.org/10.1016/j.xkme.202.04.007>.

Elengical, Jerry. "A Quest for Identity in the Modern Architecture of the Middle East."

Rethinking the Future, www.re-thinkingthefuture.com/architectural-styles/a3486-a-quest-for-identity-in-the-modern-architecture-of-the-middle-east/. Accessed 15 June 2021.

2. Each source has a hanging indent

Ferry Pratchett. *Good Omens*. Transworld, 2011. *Kobobooks.com*, www.kobo.com/ca/en/ebook/good-omens-1.

3. Document is double-spaced

"How to Write a Cover Letter: The All-Time Best Tips." *The Muse*, The Muse Editor, 27 Nov. 2019, www.themuse.com/advice/how-to-write-a-cover-letter-31-tips-you-need-to-know.

Immigration, Refugees and Citizenship Canada. "How to Access Global Talent." *Hire Immigrants*, Government of Canada, 12 June 2021, www.canada.ca/en/immigration-refugees-citizenship/campaigns/hire-immigrants.html.

Jurassic Park. Directed by Steven Spielberg, Universal Pictures, 1993. *Netflix*,

www.netflix.com/title/60011611.

4. https:// is removed from URLs

Sharpe, Melissa. "Demonstrating Critical Thinking in Writing Assignments." *OASIS Writing Skills*, Walden University, 19 July 2017, academicguides.waldenu.edu/c.php?g=465763&p=3595931.

5. Months are abbreviated

Simon Fraser University. "A New and Better Summit." *Simon Fraser University Library*, 8 Aug. 2022, www.lib.sfu.ca/about/reach-us/news-events/summit-new-website.

"What do Top Students do Differently?" *YouTube*, uploaded by TEDx Talks, performed by Douglas Barton, 26 Mar. 2015, www.youtube.com/watch?v=Na8m4GPqA30.

6. Sources are listed alphabetically