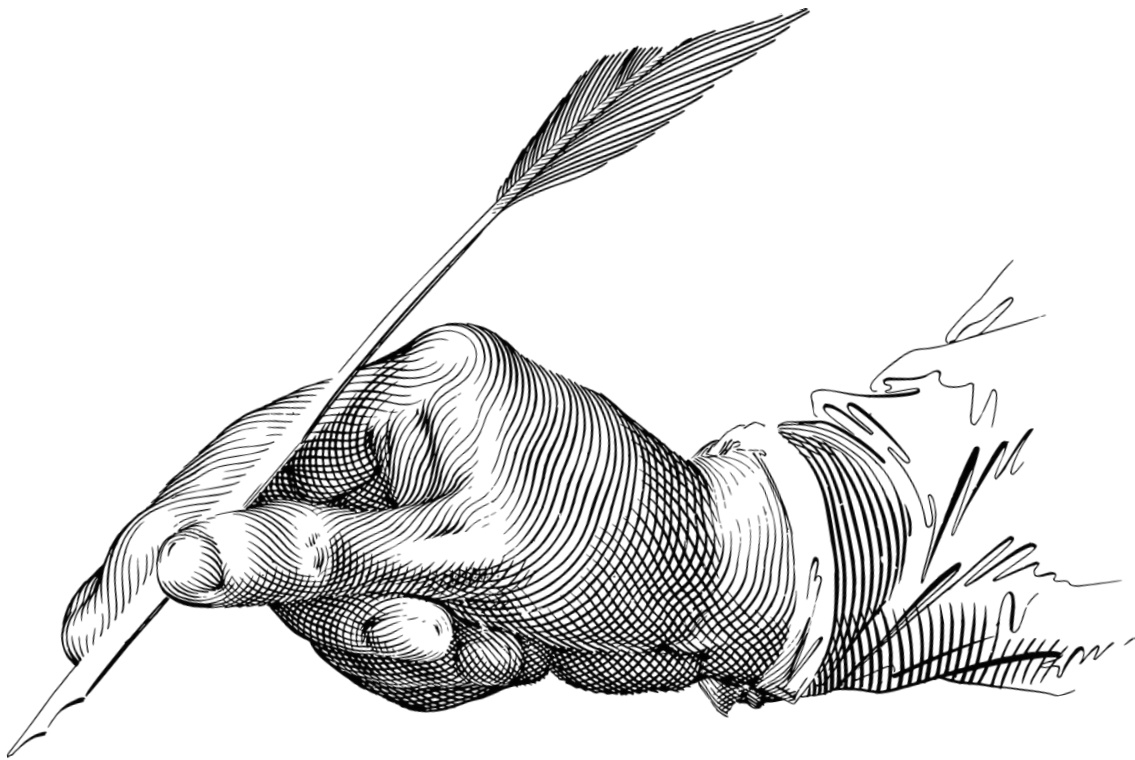


# MLA 9<sup>th</sup> Edition

## Style Guide

Spring 2026



*Alexander College*

WRITING AND LEARNING CENTRE

## MLA Checklist

This list contains important rules that should be double-checked before handing in an assignment. This is **not** a complete list of everything needed in MLA. Please refer to the rest of the style guide for more details.

### Paper Formatting

- Entire paper is double-spaced and written in 12-point font (*p. 3*).
- Paper is letter size with 2.54 cm (1 inch) margins (*p. 3*).
- Identifying information is on the top left of the first page (*p. 3*).
- Your last name and page numbers are included top right as a header (*p. 3*).
- Every paragraph has a first-line indent of 1.27 cm (0.5 inch) (*p. 3*).

### In-text Citations

- In-text citations are included for every sentence using information from a source (*p. 4*).
- All in-text citations are complete (*p. 4*).
- All direct quotes have “quotation marks” and citations (*p. 4*).

### Works Cited

- All sources are listed that appear in the text (*p. 6*).
- Each source has a hanging indent (*p. 17*).
- Sources are listed in alphabetical order (*p. 17*).
- All sources have complete information and working links (for online sources) (*p. 7*).

## 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)

# Welcome to MLA

## ***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 when 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.**

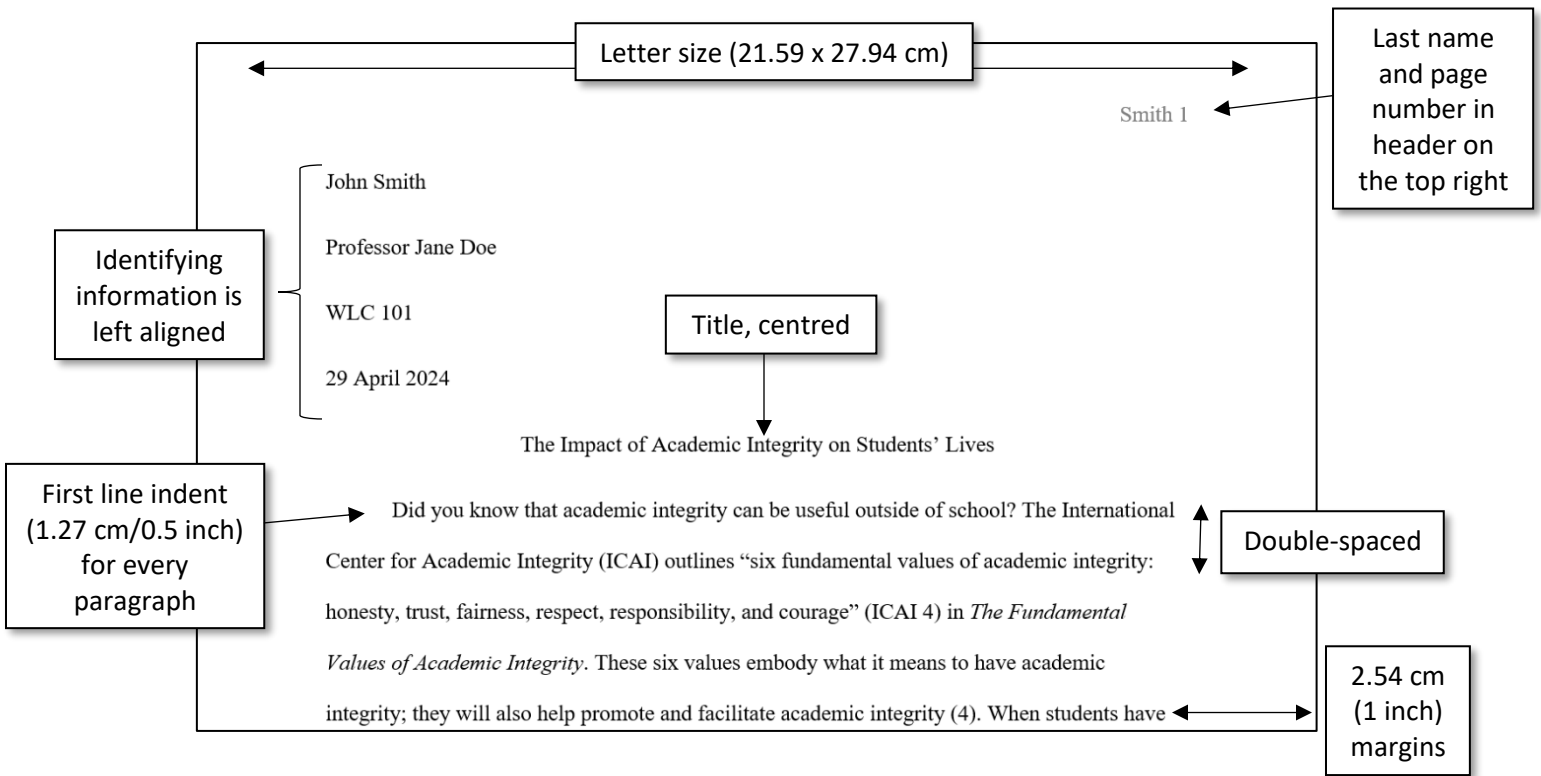
# Paper Formatting

## General Formatting & First Page

Every paper should be formatted accordingly:

- Student’s last name and page number in the top right corner in 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 first page than is listed here. If so, follow the instructor's guidelines.

**\*NOTE:** Word documents set the size and margins by default. Normally, students will not have to change them in their assignment.



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/writing-guides.waldenu.edu/c.php?g=465763&p=3595931](https://www.waldenu.edu/writing-guides/waldenu.edu/c.php?g=465763&p=3595931).

Callouts: 'Double-spaced' (vertical double-headed arrow), '1.27 cm (0.5 inch) hanging indent' (horizontal double-headed arrow pointing to the left margin).

Common Mistakes for Paper Formatting

Mistakes	Examples
<b>Bolding the title.</b>	<p><b>Incorrect:</b> <b>The Impact of Academic Integrity on Students' Lives</b></p> <p><b>Correct:</b> The Impact of Academic Integrity on Students' Lives</p>
<b>Using the wrong date.</b>	<b>Correct:</b> 29 April 2024
<b>Formatting the date incorrectly.</b>	<p><b>Incorrect:</b> April 29, 2024</p> <p><b>Correct:</b> 29 April 2024</p>
<b>Not including last name with page number.</b>	<p><b>Incorrect:</b> 1</p> <p><b>Correct:</b> Kaur 1</p>

Use the due date of the assignment, not the day you started writing it.

If you do not have a last or family name, you can use the second part of your name. If you only have one name, use that name.

# 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.

- **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 (book/article) OR timestamp (video/film)

**\*NOTE:** Each in-text citation should match a reference in the Works Cited list at the end of the assignment. Only include in-text citations for sources that you used.

	In-text citation	Explanation
<b>1 Author</b>	(Gilbert 133)	Put the author’s last name and the page number in parentheses ( ). Do not add a comma.
<b>2 Authors</b>	(Groake and Tindale 33)	Write both last names with “and” not “&.”
<b>3+ Authors</b>	(Belch et al. 99)	Only write the first author’s last name followed by “et al.” to represent the other authors.
<b>No Page Number</b>	(Singh)	If there is no page number, do not add one.
<b>Group Author</b>	(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 its name or a recognized acronym as the group author
<b>No Author – Article</b>	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 and use title case. Put titles of articles in “quotation marks.” Remove the words “the, a, an” at the beginning of the title.

## In-Text Citations

<b>Film</b>	<i>(Spirited Away)</i>	Write the title of the film in <i>italics</i> .
	<i>(Spirited Away 01:35:15-01:38:48)</i>	Include a timestamp range in the form HH:MM:SS-HH:MM:SS (hours, minutes, seconds) if you describe a specific scene or dialogue.
<b>Artificial Intelligence (AI)</b>	("Describe the symbolism")	Write a shortened version of the prompt used.  <b>*NOTE:</b> 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.

## 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** Demonstrating 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).

### Without Page Numbers:

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

The second citation only has the page number

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.

<b>Non-integrated:</b> 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 ( ).
<b>Integrated:</b> 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

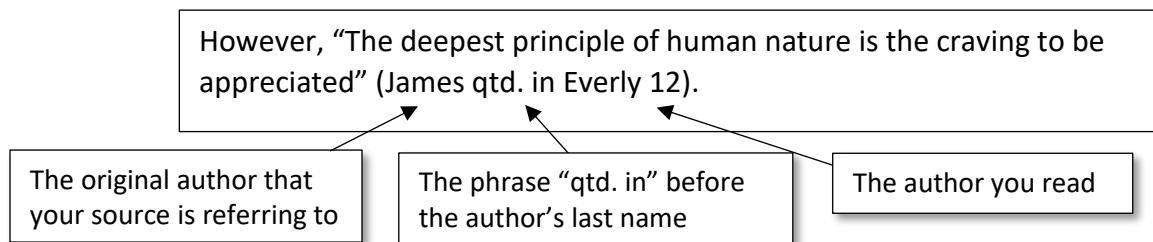
Indirect citations are used when the article or book you are reading contains information from another source that you would like to cite. You should use an indirect citation when paraphrasing or quoting that information.

**\*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 this example, Harold Everly’s work).

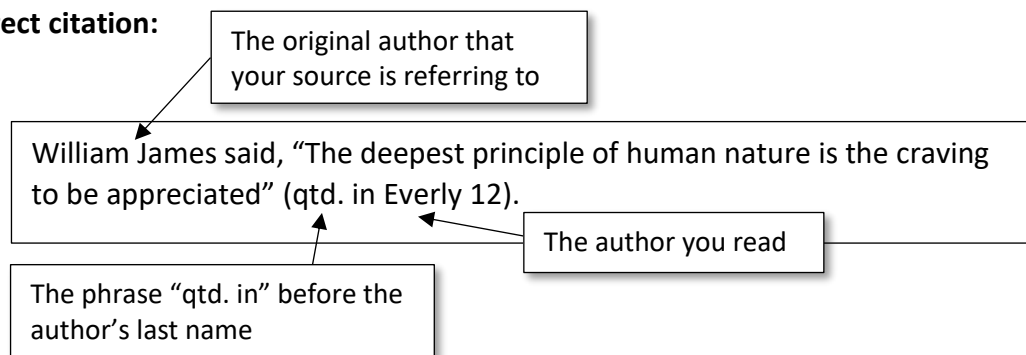
**Author of article you read** Harold Everly

**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:



Common Mistakes for In-Text Citations

Mistakes	Examples
Using the author's first name.	<p><b>Author's name:</b> George Orwell</p> <p><b>Incorrect:</b> (George 56).</p> <p><b>Correct:</b> (Orwell 56).</p>
Identifying the wrong name as the last name.	<p><b>Authors' names on source:</b> Bartlett, Maggie L.; Miley, Kristi; Vermund, Sten H.; Weaver, Scott C.</p> <p><b>Incorrect:</b> (Maggie et al. 325).</p> <p><b>Correct:</b> (Bartlett et al. 325).</p>
Writing the author's full name.	<p><b>Incorrect:</b> (Frida Akmalia 640).</p> <p><b>Correct:</b> (Akmalia 640).</p>
Using "&" for two authors.	<p><b>Incorrect:</b> (Eaton &amp; Parent 202).</p> <p><b>Correct:</b> (Eaton and Parent 202).</p>
Placing the period before the in-text citation.	<p><b>Incorrect:</b> .(Orwell 56)</p> <p><b>Correct:</b> (Orwell 56).</p>
Using the full article title when no author is given.	<p><b>Incorrect:</b> ("The Impact of Global Warming in North America" 37).</p> <p><b>Correct:</b> ("Impact of Global Warming" 37).</p>
Forgetting the period after "al." for "et al."	<p><b>Incorrect:</b> (Atkin et al 20).</p> <p><b>Correct:</b> (Atkin et al. 20).</p>
Not writing page numbers for paraphrases.	<p><b>Incorrect:</b> (Bartlett et al.).</p> <p><b>Correct:</b> (Bartlett et al. 325).</p>
Repeating the author when citing the same source multiple times in a row.	<p><b>Incorrect:</b> Female students report higher stress than male students (SFU 22). This is true regardless of year of study (SFU 22).</p> <p><b>Correct:</b> Female students report higher stress than male students (SFU 22). This is true regardless of year of study (22).</p>

Maggie is the author's first name, not her last name. The comma in between the author's name indicates that it has been inverted.

Shorten titles to the first three words or a phrase. Remove articles such as "The, A, An" from the start of the title.

## In-Text Citations

### Citing Images

When using figures (images, maps, charts, etc.), there are a few things to remember:

1. You must refer to the figure by its figure number in your writing and explain its purpose.
2. Place the figure near the paragraph where you explain it but do not put it in the middle of the paragraph. Figures can be centred, left-aligned, or right-aligned, as long as they do not interfere with readability.
3. Below the figure, provide a figure number and description.
4. If using a figure from a source, the description must include basic citation information.
  - If you have already cited the work the image is from (e.g. a film), you do not need to include a separate Works Cited entry for the image. If you have not cited the source elsewhere, include a Works Cited entry for the image using a format from the “Citing Images” section (pp. 15-16).

### Figure Originally Published Online

#### Figure Note Format

Fig. #.	Creator’s first name last name,	“Title of Work,”	Year uploaded.
---------	---------------------------------	------------------	----------------

#### Figure Example

Displaying a graphic of the hierarchy of needs can serve as a reminder of the importance of ensuring basic needs are met before moving on to higher levels (see fig. 1).



Example of how to refer to a figure in your writing.

Fig. 1. Hamish Croker, “Maslow’s Hierarchy of Needs Pyramid (original five-level model),” 2025.

### Figure Originally Published Offline

**Figure Note Format**

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

**Figure Example**

The swirling patterns can be compared to those of van Gogh's famous painting *The Starry Night* (see fig. 2).



Medium refers to the method that was used to create the artwork (e.g. type of painting).

Fig. 2. Vincent van Gogh, *The Starry Night*, oil on canvas, 1889.

### Figure You Created

**Figure Note Format**

Fig.	#.	Description.
------	----	--------------

**Figure Example**

Moreover, the modern lighting and high ceilings in the library make it a comfortable environment (see fig. 3).



Fig. 3. Photograph of the library at Alexander College's Burnaby campus.

# Works Cited

- The Works Cited is a list of all the sources used in an assignment 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
<b>1 Author</b>	John Winslow Irving	Irving, John W.	Invert the names in the order of last, first, middle initial.
<b>2 Authors</b>	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.
<b>3 + Authors</b>	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.
<b>Group Author</b>	World Health Organization	World Health Organization.	Use the full name of the organization.
<b>No Author - Article</b>	The Impact of Global Warming in North America	"The Impact of Global Warming in North America."	Put the full article title in "quotation marks" and use title case.
<b>YouTube Videos</b>	13 Smallest Animals in the World	"13 Smallest Animals in the World."	Use "quotation marks" around YouTube video titles.
<b>Films</b>	Spirited Away	<i>Spirited Away.</i>	Put film titles in <i>italics</i> .

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

## Works Cited

### 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.

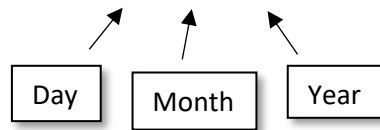
**Title on Source:** The real world of teenage cyberbullying.

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



### Date

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



**\*NOTE:** Abbreviate the month.

- 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. This is the date that you used the source.
  - **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/](http://www.re-thinkingthefuture.com/architectural-styles/a3486-a-quest-for-identity-in-the-modern-architecture-of-the-middle-east/). Accessed 15 June 2021.

Accessed date is placed at the end of the entry.

- 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 accessed dates (in the Works Cited).
  - **First page example:** 29 September 2019

## Works Cited

### URL

- Use stable URLs, also known as permalinks.
- Remove the https:// from all URLs.
- Leave the https:// on DOIs.

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

**No https://** →

### Edition of a Book

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

<b>Edition</b>	ed.
<b>Revised edition</b>	Rev. ed.
<b>Canadian edition</b>	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*, that 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."	<i>Journal Title</i> ,	vol. #,	no. #,
Publication date,	pp. #-#.	<i>Database name</i> ,	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. *ScienceDirect*, <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](http://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](http://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

“Description of prompt”	prompt.	<i>Name of AI Tool,</i>	Version,	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](https://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.
---------------------------------	--------------------	--------------------------	------------	-------

**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 of Short Stories, Essays, etc.)**

**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 203).

**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. "18<sup>th</sup> 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**

<b>Works Cited Format</b>	<i>Film Title.</i>	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, etc.**

<b>Works Cited Format</b>	<i>Film Title.</i>	Directed by	Director first name last name,	Publisher/Studio Name,
	Date of publication.	<i>Database/Website name,</i>	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, etc.) Created by the Uploader**

<b>Works Cited Format</b>	“Video Title.”	<i>Website,</i>	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, etc.) with a Different Speaker than the Uploader

<b>Works Cited Format</b>	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

<b>Works Cited Format</b>	Last name, first name.	<i>Title of Work.</i>	<i>Website or 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.

<b>Figure Caption Citation Format</b>	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.”	<i>Website Name,</i>
------------------------	------------------	----------------------

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 Caption Citation Format

Fig. #	Creator’s first name last name,	“Title of Work,”	Year uploaded.
--------	---------------------------------	------------------	----------------

#### Figure Caption Citation Example

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

#### In-text Citation

(Scola).

### Common Mistakes for Works Cited

Mistakes	Examples
<b>Not using title case for titles.</b>	<p><b>Incorrect:</b> <i>Pride and prejudice.</i></p> <p><b>Correct:</b> <i>Pride and Prejudice.</i></p>
<b>Not using et al. for sources with three or more authors.</b>	<p><b>Incorrect:</b> Stanley J. Shapiro, Kenneth Wong, William D. Perreault, and E. Jerome McCarthy.</p> <p><b>Correct:</b> Shapiro, Stanley J., et al.</p>
<b>Not using a hanging indent.</b>	<p><b>Incorrect:</b> Crowley, Sharon, and Debra Hawhee. <i>Ancient Rhetorics for Contemporary Students</i>. 3rd ed., Pearson, 2004.</p> <p><b>Correct:</b> Crowley, Sharon, and Debra Hawhee. <i>Ancient Rhetorics for Contemporary Students</i>. 3rd ed., Pearson, 2004.</p>
<b>Not using abbreviations for months.</b>	<p><b>Incorrect:</b> 27 November 2019.</p> <p><b>Correct:</b> 27 Nov. 2019</p>

Works Cited

<p><b>Not removing https:// from URLs.</b></p>	<p><b>Incorrect:</b> <a href="https://www.muskokaregion.com/community-story/9422211-a-brief-history-of-the-madaoueskarini-algonquin-people/">https://www.muskokaregion.com/community-story/9422211-a-brief-history-of-the-madaoueskarini-algonquin-people/</a>.</p> <p><b>Correct:</b> <a href="http://www.muskokaregion.com/community-story/9422211-a-brief-history-of-the-madaoueskarini-algonquin-people/">www.muskokaregion.com/community-story/9422211-a-brief-history-of-the-madaoueskarini-algonquin-people/</a>.</p>
<p><b>Removing https:// from DOIs.</b></p>	<p><b>Incorrect:</b> <a href="https://doi.org/10.1016/j.xkme.2020.04.007">doi.org/10.1016/j.xkme.2020.04.007</a>.</p> <p><b>Correct:</b> <a href="https://doi.org/10.1016/j.xkme.2020.04.007">https://doi.org/10.1016/j.xkme.2020.04.007</a>.</p>

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. *ScienceDirect*, <https://doi.org/10.1016/j.xkme.2020.04.007>.

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/](http://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

Jerry Pratchett. *Good Omens*. Transworld, 2011. *Kobo*, [www.kobo.com/ca/en/ebook/good-omens-1](http://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*, 27 Nov. 2019,

[www.themuse.com/advice/how-to-write-a-cover-letter-31-tips-you-need-to-know](http://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](http://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](http://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](http://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](http://www.lib.sfu.ca/about/reach-us/news-events/summit-new-website).

Barton, Douglas. "What do Top Students do Differently?" *YouTube*, uploaded by TEDx Talks,

26 Mar. 2015, [www.youtube.com/watch?v=Na8m4GPqA30](http://www.youtube.com/watch?v=Na8m4GPqA30).

6. Sources are listed alphabetically