This presentation was prepared by the

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MLA Formatting

The Modern Language Association (MLA) style is most commonly used to cite sources within the language arts, cultural studies, and other humanities

MLA regulates:

1. Document formatting
2. In-text citations
3. Works Cited list

MLA essays should:

- be typed,
- double-spaced,
- use a 12pt. standard serif font (ex. Times New Roman or Courier),
- have 1" or 2.54cm margins,
- indent the first line of paragraphs one half-inch
- be printed on standard-sized paper (8.5"x 11")

MLA spacing:

The entire paper should be **double-spaced**, with **no single spacing** and **no extra spacing** anywhere

There should be **no extra spaces between the headings, the essay's title,** or **the body paragraphs** of the essay

MLA header:

Create a header in the upper right-hand corner, one-half inch from the top and flush with the right margin

To create the header and set automatic page numbering select **View** and then **Header and Footer**

Include the **last name** of the essay's author, followed by a space with a **page number**, numbering all pages consecutively

MLA first page:

In the upper left-hand corner of the first page, list double-spaced **your name**, **your instructor's name**, **the course number** and **the date**

Spell out the month using the universal or European style of the **"day month year"** format, without any slashes or commas

"03/04/1776" would simply have the month and day switched around, making it **"4 July 1776"**
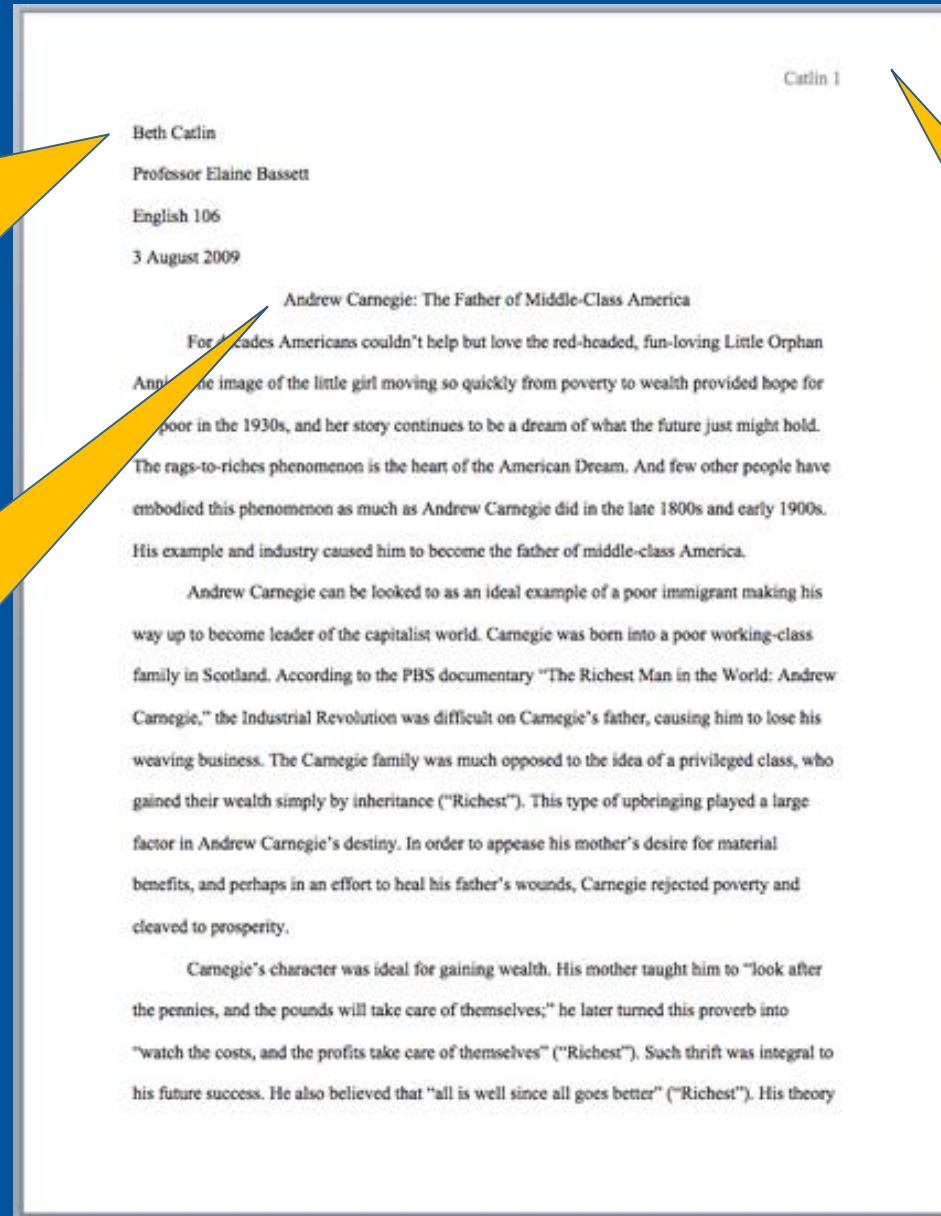
MLA title:

Align the title so it sits in the **center** of the paper

Write the title in Title Case (**standard capitalization**), not in all capital letters and **do not underline, italicize, or place the title in quotation marks**

Only include italics or quotation marks if the title includes the name of another source

List your **name**, your **instructor's name**, the **course**, and **date** in the upper left-hand corner

list your **last name** and **page number** here

Center the paper title (use standard caps and no underlining, italics, quote marks, or bold typeface)

Catlin 1

Beth Catlin

Professor Elaine Bassett

English 106

3 August 2009

Andrew Carnegie: The Father of Middle-Class America

For decades Americans couldn't help but love the red-headed, fun-loving Little Orphan Annie. The image of the little girl moving so quickly from poverty to wealth provided hope for the poor in the 1930s, and her story continues to be a dream of what the future just might hold. The rags-to-riches phenomenon is the heart of the American Dream. And few other people have embodied this phenomenon as much as Andrew Carnegie did in the late 1800s and early 1900s. His example and industry caused him to become the father of middle-class America.

Andrew Carnegie can be looked to as an ideal example of a poor immigrant making his way up to become leader of the capitalist world. Carnegie was born into a poor working-class family in Scotland. According to the PBS documentary "The Richest Man in the World: Andrew Carnegie," the Industrial Revolution was difficult on Carnegie's father, causing him to lose his weaving business. The Carnegie family was much opposed to the idea of a privileged class, who gained their wealth simply by inheritance ("Richest"). This type of upbringing played a large factor in Andrew Carnegie's destiny. In order to appease his mother's desire for material benefits, and perhaps in an effort to heal his father's wounds, Carnegie rejected poverty and cleaved to prosperity.

Carnegie's character was ideal for gaining wealth. His mother taught him to "look after the pennies, and the pounds will take care of themselves;" he later turned this proverb into "watch the costs, and the profits take care of themselves" ("Richest"). Such thrift was integral to his future success. He also believed that "all is well since all goes better" ("Richest"). His theory

The main body of an MLA paper:

Paragraphs should be **indented five spaces or one-half inch** by pressing **Tab** once

All sections should follow each other **without any extra breaks or line spaces**

Identify the sources used in the body of the paper with **in-text and parenthetical citations**

MLA In-text Citations

MLA (Modern Language Association) style emphasizes the location where barrowed information can be found

MLA and outside sources:

There are three ways to reference a source:

1. **Summary-** A brief description of a longer passage
2. **Paraphrase-** A restatement of an idea in roughly the same length as originally described
3. **Quotation-** The exact same words used in the exact same way, presented between quotation marks

Whichever of these a writer uses, they will still need to include an MLA style citation

MLA in-text citations:

In-text citations help readers locate the cited source in the **Works Cited** list at the end of the paper

The in-text citation will be the **author's last name, or an abbreviated source title, with a page number, enclosed in parentheses**

MLA requires that within a parenthetical citation the author's last name and page number **not be separated by any letters or punctuation**

MLA multiple authors:

For a source with two authors, **include both last names in** the text or in the parenthetical citation **connected by "and"**

For a source with three or more authors**, include all last names in the text** or **only the first author's last name in the parenthetical citation and replace the additional names with "et al."**

Templet:

Author, Author, and Author   **Or**   (Author et al.)

MLA web sources:

The **first few words of a title** should be used **if no author's name** is given

Example:

. . . ("Page Title").

If a source does not have pages or page numbers, **do not give paragraph numbers or page numbers based on your Web browser's print preview function**

MLA signal phrases:

Introduce quotations with a **signal word** or **phrase**—usually the author's last name. The citation does not need to also include that information

Keep the citation brief and **do not repeat any information**

Templet:

. . . **Signal phrase Author "Quote"(#).**

Or

. . . **Signal phrase "Quote"(Author #).**

MLA word choice:

Choose verbs in signal phrases that are appropriate for the source and how it is being used

Admits, agrees, argues, asserts, believes, claims, compares, confirms, contends, declares, denies, emphasizes, insists, notes, observes, reasons, rejects, reports, responds, suggests, thinks, writes, etc.

Providing background? Explaining ideas? Supporting a claim? Offering authority, or refuting a point?

MLA tense:

Use **present tense** to discuss literary works, the actions of characters and the developments of plot

This is because the events of written work exist in the present the same as they existed earlier

If primarily discussing the **historical context** of a work, the **past tense** may also be used

MLA Works Cited Page

MLA provides the information needed to locate and retrieve any source cited in the body of a paper

MLA Works Cited list:

The Works Cited list should appear at the end of an MLA paper. It provides the information necessary for a reader to locate and retrieve any source cited in the body of the paper

Each source cited in the paper **must appear** in the reference list

Likewise, each entry in the Works Cited list **must be cited** in the text

MLA References:

- Center the title (Works Cited) at the top of the page. *Do not bold it*

- Double-space reference entries

- Order entries **alphabetically** by the last name of the first author of each work

Silverman 8

Works Cited

Cline, Ernest. *Armada*. Crown, 2015.

---. *Ready Player One*. Broadway Books, 2012.

@drguiloff (Dr. Arturo Guiloff). Image of a patient using virtual reality for a cosmetic surgery
consultation. *Instagram*, 28 Dec. 2018,
www.instagram.com/p/Br79pZKFqRB/?utm_source=ig_web_copy_link.

@NPR. "Some researchers are using virtual reality to help hospice workers and students learn
about and empathize with patients at the ends of their lives…" *Twitter*, 28 Dec. 2018,
twitter.com/NPR/status/1078531493159264256.

Rizzo, Albert, et al. "Virtual Reality Exposure Therapy for Combat-Related Post Traumatic
Stress Disorder." *Computer*, vol. 47, no. 7, 2014, p. 31. *ProQuest*,
ezproxy.nypl.org/login?url=https://search-proquest-com.i.ezproxy.nypl.org/docview/155354
1601?accountid=35635.

Roston, Brittany A. "Feelreal VR Mask Brings Scents to Virtual Reality Experiences." *SlashGear*,
27 Dec. 2018,
www.slashgear.com/feelreal-vr-mask-brings-scents-to-virtual-reality-experiences-
27559423/.

Yildirim, Gurkan, et al. "Analysis of Use of Virtual Reality Technologies in History: A Case
Study." *Asian Journal of Education and Training*, vol. 4, no. 2, 2018, pp. 62-29,
doi.org/10.20448/JOURNAL.522.2018.42.62.69.

MLA core elements:

Core elements common to most works are assembled in a specific order and followed by specific punctuation

Templet:

Author. "Title of source." *Title of container*, contributors, version, number, publisher, publication date, location.

Not every source will have every core element available, and it is expected that entries in a list will vary in form

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

MLA author names:

Entries begin with an **author's last name**, written last name first; first and middle names following. If there is no author, the article or webpage title is used instead

Multiple authors are **ordered the same way** they are presented. The **first author is written in last name, first name** format; **subsequent authors appear in first name last name format**. Three or more authors should begin with the first author's name **followed by et al.**

Templet:

Last, First.   **Or**   Last, First and First Last.   **Or**   Last, First, et al

MLA titles and containers:

Titles are written identically as they appear on a source and in Title Case

Short titles and sections of work, such as a chapter in a book or an episode of a TV show, carry double-quotation marks

Larger titles, or containers, such as a book or an album, and visual artworks including paintings, films, etc., are *italicized*

MLA locations:

The location is where the source can be found, such as the **page number or range**, the **uniform resource locator (URL)** or a **digital object identifier (DOI)**

Use the **DOI** if the source has one. Or, for online sources, give the **URL**. Use a retrieval date for a Web source only if the contents are likely to change

Example:

. . . doi: dx.doi.ogr/10.1037/pst0000074

OR Retrieved from www. . . .

MLA hanging indent:

Flush left the first line of the entry and **hanging indent** subsequent lines

Under **Indentation**, use the **Special** pull-down menu to select hanging indent by 0.5" or 1.27cm

The purpose of the hanging indent is to allow the reader to skim without distractions by visually isolating, at the left margin, the name or word under which the item is alphabetized

Getting help with MLA:

www.**mla.org**

www.**owl.english.purdue.edu**

A Pocket Style Manual by Diana Hacker

Madonna University Writing Center, ROOM 2300 (Inside the Library), (734) 432-5304, writingcenter@madonna.edu

Works Used

Hacker, Diana and Nancy Sommers. *A Pocket Style Manual,* Eighth Edition, Bedford/St. Martin's, 2017.

MLA Handbook, Eighth Edition, The Modern Language Association of America, April 2016.