

Bibliography Formatting - 7th Ed. MLA

A bibliography is a list of all books and materials used to find information when writing a report. In the departmental grades, a bibliography is needed for all papers and projects that require use of library and home reference materials.

For additional help in bibliographies, you may want to go to:

The Owl at Purdue: <http://owl.english.purdue.edu/owl/resource/747/01/>

Formatting Research Papers:

1. Use 1-inch margins at top, bottom, and sides of pages. Only page numbers may be in that margin.
2. At top left of page, type your name, your teacher's name, course, name and date – all double spaced.
3. At top right – place your page number.
4. Double space after your date and center the title of your paper (do not boldface, underline, or italicize the title)
5. Double space after title and indent the first word of the paragraph ½-inch.
6. See SAMPLE Page on Page 7 of this document.

Facts about Bibliographies:

1. The bibliography should be on a separate page at the end of the report.
2. The word Bibliography is centered and underlined at the top of the page.
3. The entries are arranged **alphabetically** by the first main word in the bibliographic citation, usually the author's last name.
4. The second and following lines of an entry are indented. To format on the computer the entry should be done in hanging indent paragraph form.
5. Each entry should be single-spaced.
6. Double-space between each entry.
7. Punctuation is important and must be exact.
8. Do not abbreviate May, June, or July.
9. Do not use p., pg., or pp. after page number. If pages are not numbered, write N. page.
10. Do not include Co., Inc., Ltd. in the name of the publisher.
11. Do not number each entry.
12. Always italicize the title of a book, a magazine, the title of a database, web page, or CD-ROM.
13. Always put in quotes the title of an article from a magazine, newspaper, or encyclopedia.
14. Student's name and date should appear at the bottom right hand corner of a bibliography just as on the title page.

To Write a Bibliography by Hand:

1. Write out each entry on a 3 x 5 index card.
2. Arrange your cards in alphabetical order by the first word of the entry. Do not alphabetize the words "A, An, The" in the beginning of titles.
3. On the second line of your good paper, write the word Bibliography, and underline it.
4. On the fourth line, begin your entry.
5. Place your name at the bottom right of the bibliography.

BIBLIOGRAPHIC FORMATS

MLA (Modern Language Association) style is most commonly used to write papers and cite sources within the liberal arts and humanities. This document provides examples of MLA style for bibliographies that will be helpful as a quick reference for our students. Authoritative guidelines for MLA style are thoroughly explained in the MLA Handbook for Writers of Research Papers, 7th Edition, which is available in our OMPH School Library and may be referenced for more detailed questions that may arise.

Modern Language Association of America. *MLA Handbook for Writers of Research Papers*. 7th ed. New York: MLA, 2009. Print.

PRINT RESOURCES

Book:

Please Note: If the persons listed on the title page are editors, translators, or compilers, place a comma (not a period) after the final name and add the appropriate abbreviation (eds., trans., or comps. for “editors,” “translators,” or “compilers”). No abbreviation is necessary for authors.

Also, omit author titles, degrees, etc. that precede or follow names such as Dr., Sir, Sr., Fr., St.

(One author)

Author’s last name, First name Middle name or initial. *Title of Book*. Edition used. City: Publisher, Copyright Date. Medium of publication consulted.

Example:

Rinaldi, Ann. *The Staircase*. New York: Harcourt, 2000. Print.

(Two authors)

Author’s last name, First name Middle name or initial. and First name Middle name or initial. Last Name. *Title*. City: Publisher, Copyright Date. Medium of publication consulted.

Example:

Adams, Richard C. and Peter H. Goodwin. *Engineering Projects for Young Scientists*. New York: F. Watts, 2001. Print.

(Three or more authors)

Author’s last name, First name Middle name or initial, et. al. *Title*. City: Publisher, Copyright Date. Medium of publication consulted.

Example:

Wysocki, Anne F., et al. *Writing New Media: Theory and Applications for Expanding the Teaching of Composition*. Logan, UT: Utah State UP, 2004. Print.

(No author)

Title. City: Publisher, Copyright Date. Medium of publication consulted.

Example:

Moccasin Thunder: American Indian Stories for Today. New York, NY: HarperCollins, 2005. Print.

(Corporate Author)

Example:

Modern Language Association of America. *MLA Handbook for Writers of Research Papers*. 7th ed. New York: MLA, 2009. Print.

(Republished/reprinted Book- Popular books may be republished without any revisions. In this case, the original publication date should be inserted after the title.)

Example:

Wiesel, Elie. *Night*. 1960. Toronto: Bantam Books, 1986. Print.

(A Work in Anthology, Reference, or Collection)

Last name, First name. "Title of Work." *Title of Collection*. Ed. Editor's Name(s). Place of Publication: Publisher, Year. Page range of entry. Medium of publication consulted.

Example:

Tolstoy, Leo. "Where Love Is, God Is." *The Children's Book of Faith*. Ed. William J. Bennett. New York: Random House Children's Books, 2000. 6-11. Print.

Encyclopedia and Dictionary:

(Unsigned article)

"Topic or heading as listed in Encyclopedia." *Name of Encyclopedia*. Number edition. Year of Publication. Medium of publication consulted.

Examples:

"Black History Month." *World Book*. 2007. Print.

"Ideology." *The American Heritage Dictionary*. 3rd ed. 1997. Print.

(Signed article)

Author's last name, First name Middle name or initial. "Topic as listed in encyclopedia." *Name of Encyclopedia*. Number edition. Edition date. Medium of publication consulted.

Example:

Shelley, Thomas J. "St. John Neumann (1811-1860)." *The Encyclopedia of American Catholic History*. 1997. Print.

Newspaper:

(Signed article)

Author's last name, First name Middle name or initial. "Title of Article." *Name of Newspaper*. Day Month Year: Section letter Page(s). Medium of publication consulted.

Example:

Kengor, Paul. "Veritatis Benedictus." *National Catholic Register*. 18 May 2008: A7. Print.

(Unsigned article)

"Title of Article." *Name of Newspaper*. Day Month Year: Section letter page +. Medium of publication consulted.

Example:

"Walking in Jesus' Footsteps: Jerusalem Pilgrims Speak with Awe." *National Catholic Register*. 6 April 2008 : A4. Print.

If the newspaper is local, include the city name in brackets after the title of the newspaper:

Example:

Newberry, Paul. "Phelps gets his 8th gold." *Sunday News*. [Lancaster, PA] 17 August 2008: C1. Print.

Magazine/Periodical:

(Unsigned article)

"Title of Article." *Name of Magazine*. Day Month Year: Page +. Medium of publication consulted.

Example:

"Faith Working through Love." *The WORD Among Us*. 27 August 2008: 9-13. Print.

(Signed article)

Author's last name, First name Middle name or initial. "Title of Article." *Name of Magazine*. Day Month Year: Page +. Medium of publication consulted.

Example:

Larmer, Brook. "Up Against the Wall." *Smithsonian*. August 2008 : 32-41. Print.

(Note: Use + after a page # if the next page is not consecutive)

Pamphlet:

Last name, First name of author. *Title of Pamphlet*. Sponsoring Organization. City: Publisher, Copyright date. Medium of publication consulted.

Example:

Krasner, Barbara D. *Lady Liberty: Her Lamp of Freedom Enlightens the World*. History Channel. N.p. n.d. Print.

Map:

Title of Map. Map. City: Publisher, Copyright date. Medium of publication consulted.

Examples:

Philadelphia. Map. Philadelphia PA, 2007. Print.

Michigan. Map. Chicago: Rand, 2000. Print.

DIGITAL RESOURCES

Web Page for items that only appear on the Web:

Last name of author, First name Middle name or initial. "Topic or Heading as Given." *Title of the Complete Website taken from the Home Page*. Version or edition used. Name of publisher or sponsor of the site (If not available, use N.p.), Day Month Year of publication. (If not available, use n.d.) Medium of publication consulted. Day Month Year of access.
<<http://URL address>>

Example:

"Buzz Aldrin." *Astronaut Biographies*. NASA/Johnson Space Center, 16 July 2008. Web. 17 August 2008. <<http://www.jsc.nasa.gov/Bios/htmlbios/aldrin-b.html>>

(Note: If author is missing, start with "Topic.")

A Work on the Web Previously Published in Another Medium:

Begin by citing the item as you would for Print medium but then include:

Title of Database. Medium of publication consulted. Day Month Year of access.
<<http://URL address>>

Examples:

"Sugar's Impact on the Environment." *Planet Green*. 2008. *Discovery Education*. Web. 1 January 2010. <<http://streaming.discoveryeducation.com/>>

de Saint-Exupéry, Antoine. *The Little Prince*. 1943. Tran. Katherine Woods. *Angelfire*. Web. 1 January 2010. <<http://www.angelfire.com/hi/littleprince/frames.html>>

Power Library and Other Databases:

Author's last name, First name Middle name or initial. "Title of Article." *Title of Journal* – *Article's Original Source*. Day Month Year of print publication: Page numbers. *Name of Database* – *Product Name*. Name of Service. Name of library or library system. Medium of publication consulted. Day Month Year of access date. <[http://URL address](#)>

Examples:

"Michael Phelps." *Current Biography*. 2004. *Wilson Web*. PA Power Library. ELANCO Library, New Holland, PA. Web. 17 August 2008. <http://vnweb.hwwilsonweb.com/hww/results/getResults.jhtml?_DARGS=/hww/results/results_common.jhtml.33>

"Solar Probe to Reveal Sun's Mysteries in 2015." *Hindustan Times*. [New Delhi, India] 2 May 2008. *SIRS Discoverer*. PA Power Library. OMPH School, Ephrata, PA. Web. 18 August 2008. <<http://discoverer.prod.sirs.com/discoweb/disco/do/article?urn=urn%3Asirs%3AUS%3BARTICLE%3BART%3B0000277041>>

Smith, Anita. "Best Science Fair Projects." *Science Teacher*. 18 May 2000: 6. *Searchasaurus*. EBSCOhost. PA Power Library. OMPH Library, Ephrata, PA. Web. 17 Oct. 2002. <<http://www.ebsco.com>>

(Note: Citations for databases include a complete citation for the print source and a complete citation for the online source.)

Digital Files

(This includes digital files that can exist apart from the Web or a published disc. Examples are a PDF file stored on your computer, word processor created files, scanned images such as e-mail attachments, a sound recording for digital audio players. Begin citation for kind of work you are citing but in place of medium of publication, record the digital file format, followed by the word "File" – ex. PDF file, Microsoft Word file, JPEG file, MP3 file, XML file and so on. If you can not determine the file type, use Digital file.)

Examples:

Stuart, Gilbert. *George Washington, First President of the United States*. LC-USZ62-117116. 1828? Lithograph. Library of Congress, Prints and Photographs Division, Washington, D.C. JPEG file.

Angel Oak. 2006. Photograph. Private Collection. JPEG file.

Murray, Anne. "Song of Bernadette." *What a Wonderful World*. Straight Way, 19 October 1999. MP3 file.

CD-ROMS:

Last name, First name of author. *Title of the CD*. Name of editor, compiler, or translator. Edition, release, or version. Place of publication: Name of publisher, Date CD was released. CD-ROM.

Example:

Welcome to the Catholic Church. Harmony Media, 1998. CD-ROM.

Television or Radio News Broadcast:

“Name of episode.” *Name of Series or Program*. Name of network. Local station call letters, City of local station. Day Month Year of broadcast. Medium of publication.

Example:

“Path to Sainthood Gets Steeper.” *Day to Day*. NPR. WITF, Harrisburg, PA. 21 February 2008. Radio.

Personal Interview:

Last name, First name of person being interviewed. Personal Interview/Telephone Interview. Day Month Year of interview.

Example:

Monroe, James. Personal Interview. 15 March 2008.

Published or Broadcasted Interview:

Last name, First name of person being interviewed. “Title of Interview.” Or Interview by interviewer (if desired). *Program Interview Broadcast On*. Day Month Year of Broadcast. Medium of publication.

Examples:

Breslin, Jimmy. Interview by Neal Conan. *Talk of the Nation*. Natl. Public Radio. WBUR, Boston. 6 Mar. 2002. Radio.

Wiesel, Elie. Interview by Ted Koppel. *Nightline*. ABC. WABC, New York. 18 April 2002. Television.

Sound Recording (Cassette or CD):

Last name, First name. (e.g., the composer, conductor, ensemble, or performer) “Song or segment.” Day Month Year of original recording. *Title of Recording*. Artist(s). Manufacturer, Copyright Date. Audio cassette, LP or CD.

Examples:

Heldebrand, David & Ginger. *George Washington: Music for the First President*. Oasis Duplication, Flint Hill, VA, 1999. CD.

Ellington, Duke, cond. *First Carnegie Hall Concert*. Duke Ellington Orch. Rec. 23 Jan. 1943. Prestige, 1977. LP.

DVD, Film or Videorecording

Title of Work. Dir. First name Last name. Per. Names. Year originally released (if it is different from the Date produced). Company, Date produced. DVD, Film, Laser disc, Slide program, Videocassette.

Examples:

C.S. Lewis Beyond Narnia. Dir. Norman Stone. Perf. Anton Rogers and Diane Venora. Faith & Values Media, 2006. DVD.

It's a Wonderful Life. Dir. Frank Capra. Perf. James Stewart, Donna Reed, Lionel Barrymore, and Thomas Mitchell. 1946. Republic, 2001. DVD.

Geology: Scientists Probe Earthquakes. Allegro Productions, 2001. Film.



Your Name

Last Name 1

Your Teacher's Name

Course

Day Month Year

Title: Use Standard Capitalization

Set all margins for your paper to one inch. Double space your entire paper and continue from this point on.

Works Cited

Kengor, Paul. "Veritatis Benedictus." *National Catholic Register*. 18 May 2008:A7. Print.

Krasner, Barbara D. *Lady Liberty: Her Lamp of Freedom Enlightens the World*. History Channel. Print.

Tolstoy, Leo. "Where Love Is, God Is." *The Children's Book of Faith*. Ed. William J. Bennett. New York: Random House Children's Books, 2000. 6-11. Print.

Wiesel, Elie. Interview by Ted Koppel. *Nightline*. ABC. WABC, New York. 18 April 2002. Television.

Student Name

Date