

MLA Bibliographic Format

1. BOOK BY A SINGLE AUTHOR: *Contains this information, in this order.*

Author (Last name first; skip this if the name of the author is not provided)
Title of book (either underlined or in italics – do not do both)
City of Publication (followed by a colon)
Publisher's name (followed by a comma)
Year of Publication

EXAMPLE: Follow the punctuation EXACTLY as used in the example.

Boyd, Aaron. Smart Money, The Story of Bill Gates. Greensboro: Morgan Reynolds Inc, 1995.

For a book with two authors: Write the first author's name just like it is done in the example above. Then write the second author's name as you normally would write a name.

Example:

Boyd, Aaron, and Joe Shmoe. Smart Money, The Story of Bill Gates. Greensboro: Morgan Reynolds Inc, 1995.

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2. ARTICLE IN A REFERENCE BOOK (such as an encyclopedia): *contains this information, in this order.*

Author, last name first (Hint: this is sometimes at the end of the article. If it's not provided, skip it)
Title of article (This is whom or what you looked up)
Title of book – underlined
Edition (If this is not provided, skip it)
Name of Publisher
Year of publication (If more than one date is listed, choose the most recent one.)

NOTE: If the encyclopedia, dictionary, or reference book arranges articles alphabetically, you do not have to provide the volume or page numbers. However! Your teacher will probably want this information, so make sure to

write it down and check with him or her. You would add it in after the edition information in the citation.

Example: Follow the punctuation EXACTLY as used in the example.

Senick, Gerard J. "Jane Yolen." Something About The Author. Gale Group. 2000.

3. LIBRARY DATABASE: Contains this information, in this order.

- Author, last name first (skip this if it's not provided)
- Name of article, in quotes
- Name of source within the database (example: Novelist, which is part of the Ebsco Database)
- Volume, date and page numbers of source (skip this if it's not provided)
- Name of Database
- Name and place of subscribing library (in our case, this will be Fairfax County Public Schools, Fairfax, VA)
- Date information was retrieved by *you*
- URL of database

EXAMPLE: Follow the punctuation EXACTLY as used in the example.

Shuman, R. Baird. "Avi." Novelist. Ebscohost. Fairfax County Public Schools, Fairfax, VA. 5 Jan. 2005 <<http://search.epnet.com>>

4. WEBSITE: Contains this information in this order.

- Name of person who created site; last name goes first (if this is not provided, skip it)
- Title of the site – underlined (If there isn't a title, you can write "Home page." Don't use the quotes or underline this.)
- Date the site was created or last updated – whichever is most recent
- Name of the organization associated with the site (if this is not provided, skip it)
- Date *you* retrieved the information
- URL

EXAMPLE: Follow the punctuation EXACTLY as used in this example.

Stemple, Dave. The Book on Jane Yolen. 30 May 2001. 13 Jan. 2005
<http://www.janeyolen.com>

Note: This example web site did not have an organization name.

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