

Basic MLA Format

Books and Print Materials

Book

Author. Title. Place of Publication: Publisher, Date of Publication.
(in the case of two authors: Last name, First name and First name Last name)

Journal Article

Author. "Article Title." Journal Title. Vol. (Year): pages.

Newspaper or Magazine Article

Author. "Article Title." Newspaper or Magazine Title. day month year : pages or section.

Book Article or Chapter

Author. "Article or Chapter Title." Title of Book. Ed. Name of Editor. Place of Publication: Publisher, Date. Pages.

Encyclopedia Article (well known reference books)

Author. "Article Title." Title of Encyclopedia. Edition. Date of Publication.

Encyclopedia Article (less familiar reference books)

Author. "Article Title." Title of Encyclopedia. Ed. Editor. vols. Place of Publication: Publisher, Date of Publication.

Gale Reference Book (and other books featuring reprinted articles)

Author. "Article Title." Journal or Magazine Title. Date of Publication for Article: volume. Rpt. in Title of Book. Ed. Editor. Vol. . Place of Publication: Publisher, Year of Publication. Pages.

Online Database Resources

Magazine

Author. "Title of Article." Title of Magazine Date: Page(s). Name of Database. Online Service title. Date of Access <URL>.

Newspaper

Author. "Title of Article." Name of Newspaper Date: Page(s). Name of Database. Online Service title. Date of Access <URL>.

Journal

Author. "Title of Article." Title of Journal Volume number (Year): Page(s). Name of Database. Online Service title. Date of Access <URL/>.

Internet Sources

Document from a Web Site

Author. "Title of Web Page." Title of the Site. Editor. Date and/or Version Number. Name of Sponsoring Institution. Date of Access <URL>.

Website

Author. "Title of Article." Title of Website. Copyright date. Sponsoring Organization. Date of Access. <URL>.

Articles in Online Periodicals

Author. "Title of Article." Title of Publication Date: Page(s) or Section(s), if numbered. Date of Access <URL>.

Newspaper or Magazine Article on the Internet

Author. "Title of Article." Title of Newspaper or Magazine. Month, year: Pages - . Title of Database. Online service Title. Date of Access. <URL>.

Basic MLA Style Format for an Annotated Bibliography

Format your citations in the same manner as for a normal reference list, then follow these instructions for adding an annotation.

1. **Hanging Indents** are required for citations in the bibliography, as shown below. That is, the first line of the citation starts at the left margin. Subsequent lines are indented 4 spaces
2. As with every other part of an MLA formatted essay, the bibliography is double spaced, both within the citation and between them. Do not add an extra line between the citations.
3. The annotation is a continuation of the citation. Do not drop down to the next line to start the annotation.
4. The right margin is the normal right margin of your document.
5. In a long bibliography, organize your entries by topic.

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Morgan Park High School Library
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