MLA Works Cited Page

General Format:

- Use Times New Roman size 12 font for the entire document.

- Title your page Works Cited. (This should be on a separate page from your essay and does not count toward your page requirement.) Do not bold, highlight, or italicize this title.

- The Works Cited page should have a header like the other pages of your paper and should be numbered sequentially: if the essay ends on page 5, the Works Cited page is numbered 6.
  - If you need to add this header, go to Word’s home toolbar, click “insert,” then select “page number,” click “top of page,” and select the option that’s pushed over to the right hand side. After the number is inserted, type your last name next to it.

- To format your Work Cited entries properly, click on the arrow next to “paragraph” in Word’s home toolbar. A dialogue box should appear. In it, look at the section titled “Spacing.” Make sure both numbers are set to 0, and “Line Spacing” is set to “Double.” Also, look at the section titled “Indentation.” Click on the drop-down menu under “Special” and select “Hanging.”

- Alphabetize all Works Cited entries according to the first word in each one (usually the author’s name)

- For two sources from the same author, arrange them in alphabetical order by the first major word of the title of the entry. For the first entry, use the author’s name. For the following entries, use three hyphens (---) followed by a period. These indicate to the reader that it is the same author as used above.

Examples:

A selection from an anthology (such as an essay within a textbook or a short story within a larger book):


Definition from online reference book:

“Word you defined.” Title of the Source-italicized. The url of entry. Date accessed.

**Online Journal Article:**


**Online Journal Article using Library Database:**

Last, First. “Title.” *Journal Title-Italicized*, volume, issue, date, page numbers. *Database Name-italicized*, doi number is preferable, or url if no doi is available. Ebsco uses Accession number, listed as AN instead of doi.


**Government Online Publication:**

Name of Govt, Name of Agency or Department. “Title of Print.” *Website Title-italicized*, date, government url (remove http// or https) or doi.


**Short Work on a Website:**

Author Last, First. “Title.” *Website-italicized*, Publisher of website, website date, url (remove http// or https/) or doi.


*If you have any questions or need more information, please consult our more extensive MLA packet or make an appointment at owl.tulsacc.edu.*