

Your name, the course number, the professor's name, and the date are double-spaced in 12-point, Times New Roman font. Dates in MLA are written in this order: day, month, and year.

Stew Dent  
Instructor  
Course  
19 March 2010

Page numbers appear on all pages of an MLA document. In Microsoft Office 2007, select *insert*, then *page number*, *top of page* and select the third option: *plain number 3*. Type your name before the page number so that it appears on every page. Make sure the size and type of font match the rest of your paper.

Dent 1  


### Looking Through the Glass

Poet, author, and playwright: these are all accurate descriptions of

Titles are centered and written in 12-point, Times New Roman font. The title is not bolded, underlined, or italicized.

Williams,

yet somehow, those words fail to express the broad impact of his works

in culture.

Born in 1911, Thomas Lanier Williams was the second child of Cornelia

and

The introductory paragraph, or introduction, should set the context for the rest of your paper. Tell your readers why you are writing and why your topic is important.

At age five, Thomas became very ill with diphtheria and nearly

lost his

recovery young Thomas became more introverted, discovered the joys of reading,

and using his very fertile imagination (Heintzelman and Smith-Howard 4). Williams

wrote stories at a very young age, and his first short story "Isolated" was published in

his high-school newspaper (Roudane xvi). He later adopted his college nickname,

dropped the name Thomas, and became Tennessee Williams. Williams' "first critical acclaim

came in 1944 when *THE GLASS MENAGERIE* opened in Chicago and went to Broadway.

It won a Pulitzer Prize, the New York Drama Critics' Circle Award and, as a film, the New

York Film Critics' Circle Award" ("American Masters"). Like many authors, Williams often

used his personal experiences as the foundation for his stories. Significant people and places

in a writer's life may be vaguely alluded to or blatantly caricatured in his or her works.

Tennessee Williams uses his early family life for the basic structure of many of his works

including his first successful play *The Glass Menagerie*, vividly sketching a portrait of

the interpersonal relationships and underlying tensions in his family.



MLA requires double-spacing throughout the document; do not single-space any part of the document.

The thesis statement usually is the last sentence of the introduction. The thesis is a clear position that you will support and develop throughout your paper. This sentence guides or controls your paper.

For titles, capitalize all words except

- articles (e.g. a, an, the)
- coordinating conjunctions (e.g. and, but, for, nor, so, yet)
- prepositions (e.g. against, between, in, of, to)
- the *to* infinitive (i.e. How to Write a Paper)

### In-Text Citation Basics

- In-text citations are used throughout your paper when you are directly quoting paraphrasing, or summarizing an author's work.
- In-text citations are the same no matter which way you choose to incorporate source material.
- MLA citations consist of author and page number.
- If the source is electronic, no page number is required.

**One Author**

(Jensen 78)

**Two Authors**

(Bell and Bishop 90)

**Three Authors**

(Clarke, Riley and Key 85)

**Four or More Authors**

(Jenkins et al. 193-98)

### Short Quotations

Quotations from a source of less than four lines of prose or, in the case of poetry, three lines, are indicated by the use of double quotation marks. Begin the quotation with an introductory phrase. The quotation marks at the end of the passage are followed by the parenthetical citation and the sentence punctuation. Lines of poetry are separated by a slash mark. When using the author's name in the sentence, omit the name from the parenthetical citation. Quotations from an author with more than one work cited in the paper require the author's name, title of the work, and page number in the parenthetical citation.

**With author's name in introductory phrase:**

In *The Glass Menagerie*, Williams pens Amanda as a Southern belle, and she recalls, "Among my callers were some of the most prominent young planters of the Mississippi delta" (1981).

**Without author's name in introductory phrase:**

In *The Glass Menagerie*, the mother, Amanda, is a true Southern belle, and she recalls, "Among my callers were some of the most prominent young planters of the Mississippi delta" (Williams 1981).

### Author with more than one work cited

Tom says that Laura is “terribly shy and lives in a world of her own and those things make her seem a little peculiar” (Williams, *The Glass Menagerie* 1999).

### Long Quotations

More than four lines of prose or, in the case of poetry, three lines, must be set apart from the rest of the text by indenting the entire quote one inch from the left margin and omitting the quotation marks. The introductory phrase will be followed by a colon. (**Note:** The punctuation for a block quote is placed at the end of the sentence, not after the parenthetical citation.)

Tom sails from port to port in the Merchant Marines searching for some way to ease his guilt. In his essay “Entering the Glass Menagerie,” C.W.E. Bigsby comments:

[Tom Wingfield] revisits the past because he knows that his own freedom, such as it is, has been purchased at the price of abandoning others, as Williams had abandoned his mother and, more poignantly, his sister. He “writes” the play, more significantly, perhaps, because he has not effected that escape from the past which had been his primary motive for leaving. (37)

Tom’s memories of his life with his mother and sister are all the more painful because they are the incarnation of Williams’ real-life experiences.

### Secondary Sources

When using material quoted from another source, the originator of the quote must get credit and the citation must be provided for the secondary source. For example, you are reading Bigsby’s article and in the article, Bigsby cites Devlin’s work. If you want to use Devlin’s ideas for your paper, you need to give credit to the original author (Devlin) and where you found the information (Bigsby’s article). On the works cited page, list Bigsby’s article in the correct format. Within the paper, use an introductory phrase, as shown in the example below, to credit Devlin’s work; in the citation, use **qtd. in** and the usual citation information. This lets the reader know the information was from Bigsby but originated with Devlin.

In his book *Conversations with Tennessee Williams*, Albert Devlin quotes Williams as saying, “the glass animals came to represent the fragile delicate ties that must be broken, that you inevitably break, when you try to fulfill yourself” (qtd. in Bigsby 37).

## Work with no author credited

When no author is associated with the work to be cited, the first thing that appears on the works cited page, i.e., the title of the work, is used in place of the author's name.

The three storms that raged across the mid-west in January and February of 1978 are "collectively known as the Blizzard of 1978" ("1978 Ohio"). (**Note:** A long title can be shortened in the citation but the first words of the title must be used to signal the correct source on the Works Cited page.)

## MLA Works Cited Format

- The works cited page should be double-spaced (as should your entire document in MLA format); it should also use twelve-point font.
- Alphabetize sources by the first item, such as the author's last name or title; do not number entries. If your entry begins with the word "the" use the next word to alphabetize the entry.
- The first line of each entry should not be indented; the second, third, fourth, etc. line(s) should be indented five spaces (or ½ inch). This is called a hanging indentation. See the examples below.
- If no author is given, begin with the title. If you have a journal article, newspaper, magazine article, etc. that is in print form – **not online** – simply omit any information after the page number.
- If no date of publication is given, use n.d.
- If no publisher is given for web sites, use N.p.
- Titles of books, magazines, journals, and subscription databases are italicized.
- All information taken from *The MLA Handbook for Writers of Research Papers*, Seventh Edition (2009) and *The Wadsworth Essential Reference Card to the MLA Style Manual and Guide to Scholarly Publishing*, Third Edition (2008) available for purchase in the campus bookstore (or come to the Writing Center for assistance).

## Sample MLA Citations: BOOKS

### Book – One Author

Lastname, Firstname. *Title of Book in Italics*. Ed.If Applicable. Edition number. City: Publisher, Year. Print.

Smith, John. *What's So Bad About Feeling Good?* Ed. James Q. Jones. New York: Liveright, 2004. Print.

### Book – Two or More Authors

(**Note:** For works with more than 3 authors, listing all names is optional. The first author's name is given followed by "et al." (see example two)).

#### *Example One* – work with two authors

Williams, Joseph M., and Gregory G. Colomb. *The Craft of Argument*. 3<sup>rd</sup> ed. New York: Pearson/Longman, 2007. Print

#### *Example Two* – work with more than three authors

VanderMay, Randall, et al. *The College Writer: A Guide to Thinking, Writing, and Researching*. 2<sup>nd</sup> ed. Boston: Houghton-Mifflin, 2007. Print.

### Selection from an Anthology (and an edition of a book other than the first edition)

Faulkner, William. "A Rose for Emily." *The Bedford Introduction to Literature*. Ed. Michael Meyer. 8<sup>th</sup> ed. New York: Bedford, 2008. 95-101. Print.

### More than One Selection from the Same Anthology, i.e., Cross-referencing

Chopin, Kate. "The Story of an Hour." Meyer. 15-16.

Faulkner, William. "A Rose for Emily." Meyer. 95-101.

Meyer, Michael, ed. *The Bedford Introduction to Literature*. 8<sup>th</sup> ed. New York: Bedford, 2008. Print.

## Two or More Works by the Same Author

(**Note:** When listing two or more works by the same author, the first work should include the author's name. Subsequent works will begin with three dashes followed by a period.)

Rash, Ron. *Saints at the River*. New York: Henry Holt and Company, LLC., 2004. Print.  
---. *Serena*. New York: Harper Collins, 2008. Print.

## Sample MLA Citations: ONLINE

### Online Newspaper Article

Lastname, Firstname. "Article Title in Quotations." *Source Name in Italics*. Sponsor of Website,  
Date of Publication. Web. Date Accessed.

Carver, Raymond, and Tess Gallagher. "We Real Cool." *Washington Post*. Washington Post,  
3 August 2000. Web. 10 March 2008.

### Article from Website (CNN, Fox, MSNBC, etc.)

Lastname, Firstname. "Article Title in Quotations." *Source Name in Italics*. Sponsor of Website,  
Date of Publication. Web. Date Accessed.

Jenkins, Ronald. "That is That." *CNN.com*. Cable News Network, 10 Feb. 2005. Web. 9 Mar.  
2008.

### Online Journal Article from a Subscription Database (Volume and Issue)

Lastname, Firstname. "Article Title in Quotations." *Journal Name in Italics*. Vol.Issue (Year):  
Inclusive page numbers. *Database in Italics*. Web. Date Accessed.

Doe, Jane. "Why Self Esteem is Trickier Than We Thought." *Popular Culture* 3.1 (2006): 77-89.  
*Academic Search Premier*. Web. 8 Mar. 2008.

### Online Journal Article from a Subscription Database (Volume, but no Issue)

Doe, John. "All Kinds of Cool Stuff." *Wired* 45 (2007): 150-18. *Business Search Premier*. Web. 9 Mar. 2008.

### Online Magazine Article

Lastname, Firstname. "Article Title in Quotations." *Magazine Name in Italics*. Month Year: Inclusive page numbers. *Database in Italics*. Web. Date Accessed.

Smith, Bob. "What Would You Do?" *Ideas for Healthy Living*. March 2007: 14-22. *Business Search Premier*. Web. 9 Mar. 2008.

### Online Article with No Author

"Article Title in Quotations." *Source Name in Italics*. Sponsor of Website, Date of Publication. Web. Date Accessed.

"1978 Ohio Statewide Blizzard." *Ohiohistorycentral.org*. Ohio Historical Society, 1 Jul. 2005. Web. 15 Mar. 2010.

### Other Common MLA Citations

#### Corporation as Author

Corporation or Government Agency. "Page Title in Quotations." *Website in Italics*. Sponsor of Website, Date Page was Updated. Web. Date Accessed.

Mayo Clinic Staff. "High Blood Pressure (Hypertension)." *MayoClinic.com*. Mayo Foundation for Medical Education and Research, 7 Aug. 2008. Web. 10 Mar. 2010.

(Note: If citing an entire website, the copyright date is the date updated/revised/created—the most recent date.)

#### Personal Communication – Interview

Lastname, Firstname. Personal (or Telephone) Interview. Day Month Year.

Smith, John. Telephone Interview. 28 Feb. 2010.