# MLA: In-text Citations

Note: This document should only be used as a reference and should not replace assignment guidelines.

## Paper Format and Page Numbering

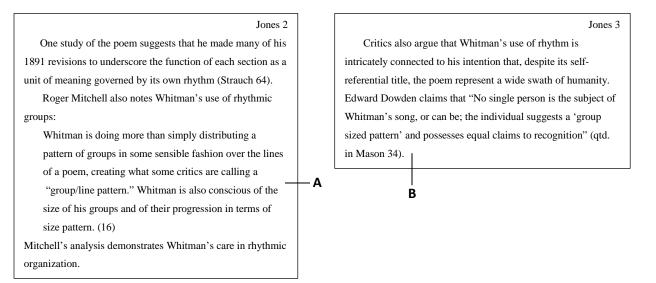
Formatting Checklist:

- □ The heading includes the following information: Your name, professor's name, course name, and date.
- □ The document is in a clear, readable 11- or 12-point font, usually Times New Roman.
- □ The whole document is double-spaced, with no extra space between paragraphs.
- □ All margins are set to 1".
- □ Your last name and page number are on every page (Insert->Page Number->Top of Page->Plain Number 3).
- □ The first line of each paragraph is indented.
- □ The Works Cited begins on a new page, the title is centered, and each entry has a hanging indent.

1″	Davy Jones	Jones 1
$\rightarrow$	Professor Mills	
	English 2010	
	15 July 2016	
Rhythm in Song of Myself		
	Although Walt Whitman's Song of Myself is often seen as a formless piece of free verse, several scholars identify the poet's	
	strategic use of rhythm throughout the work. Close attention to Whitman's long poem reveals a deliberate formal design that re-	

#### **In-text Citations**

In-text citations include the author and page number of the source in parentheses, called a **parenthetical citation**. A complete citation must be included after each direct quote, summary, and paraphrase. If the author's name is included in a **signal phrase**, it does not need to be included in the parenthetical citation.



**Block Quotation (A):** Direct quotes more than four lines in length are set apart in a block—double-spaced and indented one inch from the margin. The quote does not have quotation marks and the parenthetical citation comes after the ending punctuation.

**Indirect Sources (B):** To cite information that your source has borrowed from a secondary or indirect source, use the author of the secondary source in your signal phrase and the author and page number of the work you found the material in after the phrase "qtd. in" for the parenthetical citation.

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#### Multiple/No Authors Given

In cases where a sources has two authors, include both last names in the in-text citation, connected by *and*. (Dorris and Erdrich 23) If the source has three or more authors, include the first author's name followed by *et al*. (Burdick et al. 42) If no author is given, instead use a shortened title in the in-text citation. Full title: *The Double Vision: Language and Meaning in Religion*; Citation: (*Double Vision* 74) In some cases, a corporation may take the place of an author's name. (Food and Drug Administration 114) **Authors with the Same Name/Multiple Works by a Single Author** In cases where two separate works are written by two people with the same last name, include an initial for clarification. (J. Rogers 654)

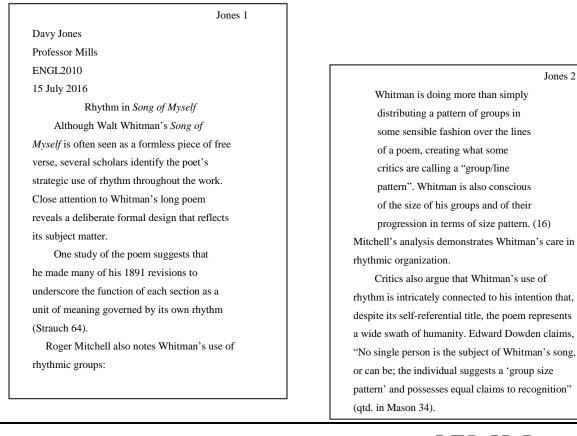
If the two authors share the same initial, include the entire first name.

(Jordan Rogers 89)

If you are referencing more than one work by one author, include the title in the citation—italicized if it is a book or a film, in quotation marks if it is an article.

(King, On Writing 76)

### Sample Essay with In-text Citations



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