## Works Cited Examples:

<table>
<thead>
<tr>
<th>MEDIA</th>
<th>PRINT FORMAT</th>
<th>ELECTRONIC FORMAT (from a Library Database)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Books</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Editors with no authors</td>
<td>Godfrey, Mark and Zoe Whitley, editors. <em>Soul of a Nation</em>. Tate Publishing, 2017.</td>
<td></td>
</tr>
<tr>
<td><strong>Periodicals</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Online Sources</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Works Cited Page:

1. All sources referred to in the research paper (in-text citations) must have a corresponding entry on the Works Cited page. If you consulted a source but did not cite it, you may include it but use the title Works Cited and Consulted.
2. All entries are double spaced with a hanging indent starting at the second line.
3. Entries are listed in alphabetical order by author’s last name or by title of the source.

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**Works Cited**


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**In-text Citation Examples:**

MLA requires that you document the sources in your research paper by using in-text (or parenthetical) citations at the end of each sentence in which quoted, paraphrased or summarized material appears.

**One author – include author’s last name and page number(s) from which information is taken. If author’s name is used in the sentence, include just the page number(s).**

**In-Text Citation:** “Because each had discovered…that they were neither white nor male…they had set about creating something else to be” (Morrison 52).

**Two authors – include the last names of both authors. Three authors – use first author with et al.**

**In-Text Citation:** The NCA worked extensively with civil society organizations (Redissi and Boukhayatia 5).

**Work with no author or date – include a shortened title of the work and page numbers, if available.**

**Website – include author’s last name (or publisher) and page numbers, if available.**

Click [MLA Citation Guide: In-text Citation](#) to link to Columbia College’s website for more examples.
Research Paper Format:

**Formatting First Page**

- **Title Page**
  Your paper does not require a title page, unless your professor requests one.

- **Upper Left-hand Corner**
  Type your name, the name of the professor, the course title and the date (use the convention of “day month year”). Example: May 14, 2020 is written 14 May 2020.

- **Title of Paper**
  The title should be centered with no underline and not in all capital letters.

- **Page Numbering**
  Page numbers should be sequential, preceded by your last name and located in the upper right-hand corner of each page (one-half inch below the top margin and flush with the right margin). This is best facilitated by creating a header.

**Format for Date**

(Overleaf)

[Example of a formatted paper page]

**Formatting Paper**

- **Font**
  Choose a readable font (for example, Times New Roman) and set it to 12 pts.

- **Margins**
  1” margins at the top, bottom and both sides of the paper.

- **Spacing**
  Double-space the entire paper and the Works Cited page. Leave only one space after periods and other punctuation.

- **Paragraphs**
  Indent the first line of each new paragraph one-half inch from the left margin by using the tab key.

- **Quotations**
  Short quotations (4 typed lines or less) are not set off from the text but do require quotation marks. Example:

  Thousands of organizations have been formed with “missions ranging from protecting human rights to monitoring the government to fighting corruption” (Yerkes 1).

  Long quotations (more than 4 typed lines) are indented one-half inch from the margin and remain double spaced. Quotation marks are not needed. The in-text citation comes after the closing punctuation mark.

Click [MLA General Format](http://owl.purdue.edu) to link to Purdue University’s Online Writing Lab (OWL) for more formatting assistance.

Janet Eke, Reference Librarian (jdeke@umes.edu)  Last Updated: August 2021