



## Citing Your Sources

Part of academic writing is the process of acknowledging the source of the material you used in preparing your paper, by citing your sources. Various manuals offer slightly different citation formats depending upon the subject matter.

At West Valley College the English Department has chosen as a standard the MLA format. Instructors in other disciplines also often specify this citation format as it is one of the easiest to understand. Another format, the APA style (American Psychological Association), is used in the psychology, sociology and other related fields. Check with your individual instructors on what citation style they prefer.

### Works Cited page

At the end of your paper, you must include a Works Cited page. This is where you list all the books, articles, web sites, and other sources you used to research your topic. Here are some things to remember:

- Alphabetize the citations by author. If there is no author for a source, alphabetize it by title.
- The title of the page is Works Cited and should be centered at the top of the page.
- Double space and use a normal, legible 10 or 12 point font.
- You may replace underline with italics, as long as it is still legible.
- Indent the second and subsequent lines of a single citation 1/2 inch or 5 spaces.

### BOOKS

#### **Generic citation format:**

Author's last name, Author's first name. Title of the book is underlined. City of publication: Publishing company, year of publication.

#### **One author:**

Twain, Mark. The Adventures of Tom Sawyer. Harmondsworth: Puffin Books, 1979.

#### **Two or three authors:**

Dana, Charles A., Mark Twain, and Olivia Langdon Clemens. The Household Book of Poetry. New York: D. Appleton and Company, 1869.

#### **E-Book:**

Cohen, Arthur, and Florence B. Brawer. The American Community College. San Francisco: Josey-Bass, 2003. NetLibrary. West Valley College. 18 Oct. 2006 <<http://0-www.netlibrary.com.library.wvmccd.cc.ca.us/>>.

#### **A Work in an Anthology:**

More, Hannah. "The Black Slave Trade: A Poem." British Women Poets of the Romantic Era. Ed. Paula R. Feldman. Baltimore: Johns Hopkins UP, 1997. 472-82.

## **ENCYCLOPEDIA ARTICLES**

### **Encyclopedia/Reference Book (with editors or authors):**

LeMaster, J. R., James D. Wilson, and Christie Graves Hamric, eds. The Mark Twain Encyclopedia. New York: Garland Pub., 1993.

### **“Well known” Encyclopedia/Reference Book:**

“Mark Twain.” The Encyclopedia Americana. 1998 ed.

## **ARTICLES IN PRINT**

### **Magazine:**

Morris, Willie. “Going Home With Mark Twain.” American Heritage Oct. 1996: 64-76.

### **Newspaper:**

Charney, Marc D. “When Congress Last Rose to Impeach, Mark Twain Rose to the Occasion.” New York Times Dec 20, 1998, late ed.: D7.

### **Scholarly Journal, paged continuously by volume:**

Bristol, Michael D. “Sir George Greenwood’s Marginalia in the Folger Copy of Mark Twain’s ‘Is Shakespeare Dead?’.” Shakespeare Quarterly 49 (1998): 411-417.

### **Scholarly Journal, paged by issue:**

Emerson, Everett. “Smoking and Health: The Case of Samuel L. Clemens.” New England Quarterly 70.4 (1997): 20-39.

## **ARTICLES FROM ONLINE SUBSCRIPTION SERVICES LIKE PROQUEST**

Magazine, journal and newspaper articles which are reproduced in an electronic database, such as ProQuest, are cited like print articles, with additional information added at the end; the name of the database (underlined), name of the service (if different than the database name) name of the library that provided the service, city and state of the library, the date accessed and the URL.

Kober, William H. “Mark Twain and Medicine.” Annals of Internal Medicine. 19 Oct. 2004: 22-23. ProQuest. West Valley College Lib., Saratoga, CA. 24 May 2005 <<http://www.proquest.com>>.

Eder, Richard. “Into the Night Sky: The Tale of a Modern-Day Huck Finn.” Los Angeles Times Book Review 21 May 1995: 3-7. Contemporary Literary Criticism. Gale. West Valley College Lib., Saratoga, CA. 22 Feb. 2005 <<http://www.galenet.com>>.

## **WEB PAGES & WEB SITES**

### **Generic format for a Web-based article or a Web page:**

Author Last Name, Author First Name. (if given) “Title of the article in double quotes.” (if given) Title of the Page underlined (if given). Publication date or latest update date. (if given) Full name of sponsoring organization. (if given) Date you accessed the source <URL>.

### **Web-based article:**

Gorrell, Carin. “Finding Fault: Magazines May Be Abetting Though Not Aiding Epidemic Eating Disorders.” Psychology Today. 1 Sep. 2001. FindArticles. 1 Mar. 2006 <<http://findarticles.com>>.

### **Entire Web site:**

LD Online: The Leading Website on Learning Disabilities for Parents, Teachers and Other Professionals. 2006. WETA. 15 Mar. 2006 <<http://ldonline.org>>.

Sample Work Cited/Bibliography

Bristol, Michael D. "Sir George Greenwood's Marginalia in the Folger Copy of Mark Twain's 'Is Shakespeare Dead?'" Shakespeare Quarterly 49 (1998): 411-417.

Charney, Marc D. "When Congress Last Rose to Impeach, Mark Twain Rose to the Occasion." New York Times Dec 20, 1998, late ed.: D7.

Cohen, Arthur, and Florence B. Brawer. The American Community College. San Francisco: Josey-Bass, 2003. NetLibrary. West Valley College. 18 Oct. 2006 <<http://0-www.netlibrary.com.library.wvmccd.cc.ca.us/>>.

Dana, Charles A., Mark Twain, and Olivia Langdon Clemens. The Household Book of Poetry. New York: D. Appleton and Company, 1869.

Eder, Richard. "Into the Night Sky: The Tale of a Modern-Day Huck Finn." Los Angeles Times Book Review 21 May 1995: 3-7. Contemporary Literary Criticism. Gale. West Valley College Lib., Saratoga, CA. 22 Feb. 2005 <<http://www.galenet.com>>.

Emerson, Everett. "Smoking and Health: The Case of Samuel L. Clemens." New England Quarterly 70.4 (1997): 20-39.

