

Some Additional Features of MLA Style

HEADING: In the upper left margin of the first page type the following: your name, the instructor's name, course title, and date. Double space this heading and place it in the normal one-inch margins.

SPACING: With MLA style, everything is double-spaced. Paragraphs are indented one-half inch from the left margin. Do not justify the lines of your paper.

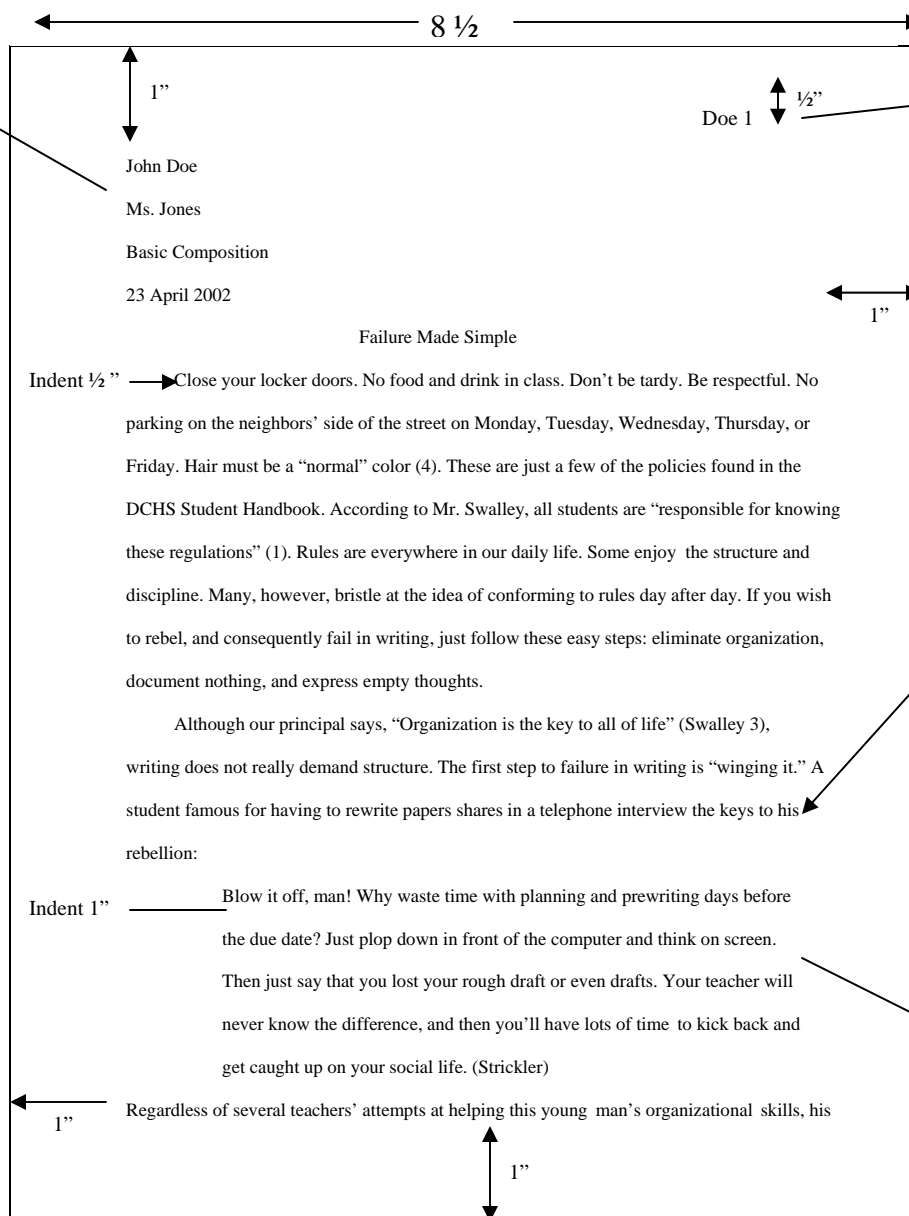
QUOTATIONS: When the author of the quote is cited in the prose text, you need include only the page number.

THESIS: The last sentence of your introduction should contain the thesis, a one-sentence map of your entire paper.

INDIRECT QUOTATIONS: If what you quote or paraphrase is itself a quotation, put *qtd. in* before the indirect source:

Samuel Johnson admitted that Edmund Burke was an "extraordinary man" (qtd. in Boswell 2: 450).

PAPER: Use only white, 8 1/2 inch by 11 inch paper of good quality. Always make a copy of your paper before handing it in. Save it on your computer as well.



PAGE NUMBERING: Begin page numbering on the first page. In the upper right corner, one-half inch from the top of the paper, type your last name, followed by a space, and then the page number. Position the page number flush against the one-inch margin on the right.

TITLE: Do not use a title page. Two line spaces down from the heading, center the title.

QUOTATION SET UP: When introducing a quote, lead in with source information. Although always helpful, this is vital when first citing your source.

QUOTATIONS: When the author of the quote or reference is not cited in the prose text, include the author's name and the page number. (Note: No comma between the name and number.)

LONG QUOTATIONS: Long quotations (four or more lines) are indented one inch from the left margin, but the right margin is consistent with the rest of the text. The parenthetical note follows the final period of a long quote; this is the only situation where the parenthetical note will be outside of the end punctuation. No quotation marks are used.

PARAPHRASING: When summarizing or paraphrasing, you must cite the source.