

# Works Cited

When writing about what you learned from a source, you must tell the reader where you learned it. This is called citing sources. When you are writing titles of sources by hand, underline them. When typing them on a computer, italicize them.

## Formatting Specifics

- The title should be centered on the page. It should not be typed in all caps, bold, italics, or underlined.
- List is alphabetized by authors' last names (or by title when a work has no author).
- Each source on your Works Cited page should have a hanging indent.
- The entire page should be double-spaced.
- If you are writing an essay, you should have your Last Name and Page Number in Header.

## Source Proper Citation Method for Works Cited Page

<b>Book with One Author</b>	Last Name, First Name. Title of Book. Publishing City: Publishing Company, Year Published. Pg. #s. Print.
<b>Book with Two Authors</b>	Last Name, First Name, and First Name Last Name. Title of Book. Publishing City: Publishing Company, Year Published. Pg. #s. Print.
<b>Book with no Author</b>	Title of Book. Publishing City: Publishing Company, Year Published. Pg. #s. Print.
<b>Internet Source</b>	Last Name, First Name. "Title of Web Page." Title of the Web Site. Publishing Organization, Date Published or Last Revised. Web. 22 Mar 2010.

# example

Daly 7

Works Cited

Besthoff, Len. "Cell Phone Use Increases Risk of Accidents, but Users Willing to Take the Risk." *WRAL.com*. Capitol Broadcasting, 9 Nov. 1999. Web. 12 Jan. 2001.

Farmers Insurance Group. "New Survey Shows Drivers Have Had 'Close Calls' with Cell Phone Users." *Farmers*. Farmers Insurance Group, 8 May 2000. Web. 12 Jan. 2001.

Haughney, Christine. "Taking Phones out of Drivers' Hands." *Washington Post* 5 Nov. 2000: A8. Print.

Ippolito, Milo. "Driver's Sentence Not Justice, Mom Says." *Atlanta Journal-Constitution* 25 Sept. 1999: J1. *eLibrary Curriculum*. Web. 12 Jan. 2001.

Layton, Lyndsey. "Legislators Aiming to Disconnect Motorists." *Washington Post* 10 Dec. 2000: C1+. Print.

Lowe, Chan. Cartoon. *Washington Post* 22 July 2000: A21. Print.

Pena, Patricia N. "Patti Pena's Letter to Car Talk." *Cartalk.com*. Dewey, Cheatham, and Howe, n.d. Web. 10 Jan. 2001.

Redelmeier, Donald A., and Robert J. Tibshirani. "Association between Cellular-Telephone Calls and Motor Vehicle Collisions." *New England Journal of Medicine* 336.7 (1997): 453-58. Print.

Heading is centered.

List is alphabetized by authors' last names (or by title when a work has no author).

First line of each entry is at the left margin; extra lines are indented 1/2".

Double-spacing is used throughout.

Abbreviation "n.d." indicates that the online source has no update date.

# (parenthetical)

# Citation

## Formatting Specifics

- Parenthetical documentation should look like this **(Thompson 32)**.
- Put the end punctuation of the sentence **after** the final parenthesis.
- “When citing quotes, put end quotation mark before the first parenthesis and then a space” **(Smith 15)**.
- The only things within the parentheses are the author’s last name and page number with one space between them. **DON’T** include “pg.” “p.” or “page #” in parentheses.
- **DON’T** put an Internet address.
- **DON’T** put commas, colons, semicolons, abbreviations, or symbols like &, #, or @ in your documentation.
- **DON’T** put a space between the final parenthesis and the end punctuation of the sentence.
- **DO** put a space between the last word in the sentence and the open parenthesis, like this **(Washburn 146)**.

<b>Source</b>	<b>Proper Parenthetical Citation</b>	<b>Example</b>
Book with <b>One</b> Author	(Last Name Page #s).	(Smith 15).
Book with <b>Two</b> Authors	(Last Name and Last Name Page #s).	(Walters and Crosby 20).
Book with <b>Three</b> Authors	(Last Name, Last Name, and Last Name Page #s).	(Walters, Smith, and Crosby 20).
Internet	(Last Name). or ("Article Title").	(Webster). or ("Prometheus").