

MLA: Format and 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.

Jones 1

1" ↓
Davy Jones

→ 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.

Jones 2

One study of the poem suggests that he made many of his 1891 revisions to underscore the function of each section as a unit of meaning governed by its own rhythm (Strauch 64).

Roger Mitchell also notes Whitman's use of rhythmic groups:

Whitman is doing more than simply distributing a pattern of groups in some sensible fashion over the lines of a poem, creating what some critics are calling a "group/line pattern." Whitman is also conscious of the size of his groups and of their progression in terms of size pattern. (16)

Mitchell's analysis demonstrates Whitman's care in rhythmic organization.

Jones 3

Critics also argue that Whitman's use of rhythm is intricately connected to his intention that, despite its self-referential title, the poem represent a wide swath of humanity. Edward Dowden claims that "No single person is the subject of Whitman's song, or can be; the individual suggests a 'group sized pattern' and possesses equal claims to recognition" (qtd. in Mason 34).

A

B

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 a direct quotation 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. If you or the author summarizes or paraphrases a secondary source, you do not need "qtd. in."

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Multiple/No Authors Given

In cases where a source 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

Jones 1

Davy Jones
Professor Mills
ENGL2010
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 reflects its subject matter.

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Jones 2

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