Riffel High School Humanities Department Reference Sheet

Quick and Easy! Quotation MLA FORMAT

**Parenthetical / in-text citations: these are a few examples, please refer to**

<http://content.easybib.com/> **for a full set of easy references to citations.**

1. **Example with author’s name in text:**

Johnson argues this point (12-13). or This point had already been argued (Johnson 12-13).

1. **Example with more than one author**: If there are two or three authors of the source, include their last names in the order they appear on the source:

**Example:**

(Smith, Wollensky, and Johnson 45).

If there are more than three authors, you can cite all the authors with their last name, or you can cite the first author followed by “et al.” Follow what is shown the works cited list.

**Example:**

(Smith et al. 45).

1. **Citing sources without an author**

Some sources do not have authors or contributors – for instance, when you cite some websites. Instead, refer to the name of the source in your parenthetical citation in place of the author. Shorten / abbreviate the name of the source but ensure that your reader can easily identify it in your works cited (abbreviate the title starting with the same word in which it is alphabetized). Punctuate with quotations or italicize as you would in its works cited form (a book is italicized; an article is in quotes).

**Examples:**

Double agents are still widely in use (Spies 12-15, 17).

With prices of energy at new highs, bikes have been increasingly used (“Alternative Transportation” 89).

1. **Citing literary / classic and religious works**

For works such as novels, plays and other classic works, it’s helpful to provide further identifying information along with the page information. Do this by adding a semicolon and then the identifying information following the page number.

**Example:**

(Tolstoy 5; pt. 2, ch. 3).

When citing classic poems and plays, replace page numbers with division numbers (part, book, scene, act). The below refers to book 10 line 5. Bear in mind the divisions and the way they are written can vary by source.

**Example:**

Fear plays a role in Homer’s Odyssey (10.5).

The title of books in the Bible and other famous literary works should be abbreviated.

(New Jerusalem Bible, Gen. 2.6-9).

1. **Citing from the internet**

When citing sources from the Internet, try adding as much of the following in the same sequence:

1. Contributor information
2. Title of work (quotes)
3. Title of overall website (italicized)
4. Version / Edition
5. Publisher or sponsor of website
6. Date of electronic publication
7. Medium of publication (web)
8. Date accessed

**TYPES of embedded quotes:** again these are a few of the most used

1. **The quote:**

Place quoted speech inside quotation marks.  Place the period inside the final quotation mark. For a dialog, indent the lines. Begin each part with the speaker's name in capital letters followed by a period. (MLA 3.74)



Example:

ERIC. “I’ll call you later.” indentedLISA. “OK. When?”ERIC. “Soon.”LISA. “OK. Bye until then.”

1. **The quote completes the sentence.**

A quotation may also be included as the subject or predicate of a clause. Place the period inside the quotation mark when it occurs at the end of the sentence.

Example

He said the proverb is “too old to know where it came from.” completes the sentence  
The coach said that Jason “is the number one hitter in the country.”   
“Time is money ” is a proverb so old that no one knows where it came from.

1. **The quote after a statement**

Place a comma after the text that introduces the author or speaker of the quoted material.



He said, “Time is money.”

1. A Quote before the statement

Place a comma inside the quotation mark before the author or speaker of the quoted material.



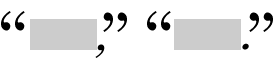
1. **Condensed quote, or quote with an omission**

Place ellipsis points into a sentence to mark where words or sentences are omitted from the original source. This to shortens a quote to the essential information. It is important not to change the meaning or intent of the original.

Malcolm said, “All of us seem to make up our minds … in an instant.”

1. **An interrupted quote**

Place a comma at the end of the first quote and period after the last quote when a quote is broken into two parts within a sentence. Place punctuation inside the quotation mark.



Malcolm said, “All of us seem to make up our minds about other people in an instant,” and added, “without really doing any real thinking.”

Taken from : <http://www.grammar-quizzes.com/punc-quotation.html>

<http://content.easybib.com/>