Introduction:

Format (how to write a note card, create a citation, a title page, etc.) is an important part of the research project. There are specific ways in which all information must be arranged, and students should learn the ways and carefully use them.

This guide uses the MLA (Modern Languages Association) 8th edition format for research—others include APA, Turabian, Chicago, etc. In the past, MLA created specific instructions for every source format.

The 8th edition recognizes that resources are now available through new publication methods and when accessed can be held in many different “containers” (think matryoshka/Russian nesting dolls). The new format provides an all-inclusive set of core elements and procedures for use of correct punctuation. This packet shows examples of how specific resources, depending on the information available for them, should look when following MLA 8 format. If a particular source is not represented, one should simply follow the format provided.
CREATING CITATIONS for
BIBLIOGRAPHY CARDS and WORKS CITED lists

<table>
<thead>
<tr>
<th>Core Elements &amp; Punctuation</th>
<th>Explanations and Nuances (see next pages for models)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Author.</td>
<td><strong>One Author:</strong> Use author’s last name, followed by a comma and the rest of the name as presented in the work. <strong>Two Authors:</strong> Use the order they are presented in the work. Follow the One Author format for the first author, follow with a comma and the word and, and then add the next author’s name in last name then first name fashion. <strong>Two or More Authors:</strong> Follow the One Author format for the first author listed, and then follow with a comma and et al. <strong>Editor only:</strong> One editor is followed by comma and editor. Two editors are followed by comma and editors. More than two editors are followed by a comma and et al., editors.</td>
</tr>
<tr>
<td>2. Title of source.</td>
<td><strong>Self-contained source (book):</strong> Title is italicized - process then continues with #s4-9 as possible. Source that is part of a larger work (i.e. is contained by something) such as a journal article from a journal or a specific chapter from a book): Title is placed in quotes (“ ”) and is then followed by #s3-9 as possible.</td>
</tr>
<tr>
<td>3. Title of container,</td>
<td><strong>Containers are italicized.</strong> <em>Containers may be used to denote: the multivolume edition from which a short story comes, the magazine or journal containing an article, a digital library containing and e book, a database containing a journal which contains an article, the streaming sources which contains a television episode..</em> <em>When using a database, the first container will usually be the journal from which the source originates. The database itself will be container #2. (Note: #s3-9 are completed as possible for each subsequent container!)</em></td>
</tr>
<tr>
<td>4. Other contributors,</td>
<td>*If other contributors are important to locating your work, include as: edited by, adapted by, translated by, etc.</td>
</tr>
<tr>
<td>5. Version,</td>
<td>*Works can be released in more than one form (editions, versions…). Include as: Expanded version, Updated ed., 7th ed., Unabridged version, Version 1.4.1...</td>
</tr>
<tr>
<td>6. Number,</td>
<td>*When citing journals and books (part of a multi volume set), include the volume number and/or the issue number when available such as:</td>
</tr>
<tr>
<td>7. Publisher,</td>
<td>*When one main group has produced the source for the public cite as such:: Penguin Press, Oxford UP, etc. *Website publishers are usually located at the bottom of the page in the copyright information and are the overarching organization responsible for the site. When the site is basically the same as the publisher, the publisher can be omitted.</td>
</tr>
<tr>
<td>9. Location.</td>
<td>*When page numbers are available, use: p. 17, or pp.17-21. *When citing an online source use the URL or web address, drop the http:// or the https:// Or If available, use the doi (digital object identifier) in lieu of the URL as it is the most stable option: doi: GALE</td>
</tr>
</tbody>
</table>

**Note:**
- Unavailable elements are omitted from the citation, and the citation moves the next core element.
- When an element follows a comma, it should begin with a lowercase letter unless it is a proper noun (publisher name, city, database name). When an element follows a period, it should always begin with an uppercase letter.
- When all information about a container is complete, a period is used to end the container.
| **1. Author.** | Lu, Binghong. |
| **2. Title of source.** | "Du Fu: Overview." |

**Container #1**

| **3. Title of container,** | Reference Guide to World Literature, |
| **4. Other contributors,** | edited by Lesley Henderson, |
| **5. Version,** | 2nd ed., |
| **6. Number,** |  |
| **7. Publisher,** | St. James Press, |
| **9. Location.** |  |

**Container #2**

| **3. Title of container,** | Literature Resource Center, |
| **4. Other contributors,** |  |
| **5. Version,** |  |
| **6. Number,** |  |
| **7. Publisher,** |  |
| **8. Publication date,** | doi: GALE|H1420008100. |
| **9. Location.** |  |


---

**NOTE:** *At times, one may need to include some optional information such as the type of source if not apparent (i.e. letter or lecture). If this is the case, it follows the location with a period. *At times there may also be a 3rd container. If this is the case, just continue with adding information to #s3-9 as possible.*

©Avon Central School District 2018
MLA Format Guide for Research
Bibliography Cards and Citation Format

On 3x5 cards, list each of the articles and books you find during your search for sources. Include complete information about each source, as explained above and modeled below. Use only one card for each article or book. Number the cards consecutively (1, 2, 3…) in the order you find them. This will help with reference later. Be sure to include all call numbers for books. The publishing information can be found on the title page or on the back of the title page. When several places of publication are given, use the first listed. When more than one date of publication is given, use the most recent date. Each entry in a source (ex. 2 articles from Britannica) must have its own bibliography card.

On the back of each bibliography card, explain why this source is useful and what information it provides. *Note that these are just examples. If you have more or less core elements available than on these examples, refer back to the core elements list to incorporate them in the correct order and/or ask for help with special circumstances. When completing your “Works Cited” page you will need to include page numbers as your last core element. Be sure to note these on each note card you create.

PRINT SOURCES

**Book—One Author**

Author (Last name, first name). *Title of Container (Book).* Publisher, publication date, pages.

**Book—Two Authors**

Author (1st author is Last Name, First Name; 2nd author is First Name and Last Name). *Title of Container (Book).* Publisher, publication date, location (p.).

**Book—More than Two Authors**

Author (1st author is Last Name, First, et. al. *Title of Container (Book).* Publisher, publication date, location (pp.).

©Avon Central School District 2018
MLA Format Guide for Research
**Book with Author’s Work Compiled by Editor**

Author of Work. “Title of Work”. *Title of Container (Book)*, edited by (First Name Last Name), Publisher, publication date, location (pp.).

(*Textbooks and Anthologies* would fall under this category)

---

**Introduction, Preface, Foreword or Afterword in a Book**

Author of Book Section Used. Type or Specific Name of Section. *Title of Container (Book)*, Author of Book, Publisher, publication date, location (pp.).

---

**Book by a Corporate Author or Organization**

Name of Corporation, Commission, or Company. *Title of Container (Book)*. Other Contributors. Publisher, publication date, location (pp.).

---

**Magazine or Journal Article (actual journal, not found online)**

(An academic journal is often a quarterly publication, with footnoted articles written by scholars for an academic audience.)

Author (if one is given). “Title of the Article.” *Title of Container (Magazine or Journal)*. Publisher, publication date, location.
**Encyclopedia Article**

Author (if one is given). “Title of Article.” *Title of Container (Encyclopedia or Reference Work)*, version (ed.), number (volume), Publisher (if not implied), publication date.

**Daily Newspaper Article**

Author (if one is given). “Title of Article.” *Name of Newspaper*. Publication date, section, page(s).

**Editorial or Letter to the Editor**

Author. “Title of Article.” *Name of Newspaper*. Date of Publication, section, page. Optional Elements (Type of source).

**Article in a Multi-Volume Subject Encyclopedia (Novels for Students)**

Author. “Title of Article”. *Title of Encyclopedia*. Ed. Name(s), volume, Publisher, publication date. pages.

---


**Echevarria, Robert Gonzalez.** “Sisters in Death.” *Novels for Students*. Edited by Deborah Stanley and Ira Mark Milne, vol. 9, Gale, 2000, pp.129-130.
**Personal Interviews**

Name of Person Interviewed. Personal interview. Date of Interview.

**Published Video Interview - Online**

Name of Interviewee. Interview with name of Interviewer. “Title of Interview.” **Title of Container (Site Containing Interview).** Uploader, date of interview, URL.

**Television Show**

“No Title of Episode.” **Title Container (Title of Show),** creator, performer(s), season, episode, Distributor, year.

**Movie/Video**

*Title.* Director’s Name. Performers’ Names. Distributor, year of release.

---


Class Lecture or Notes

Last Name, First Name of speaker. “Topic.” date, location. Optional information (i.e. source type).

Publication from a Government/Corporate/Institution

Name of Government/Institution/Corporation. 

_Name of publication_. Publisher, publication date.

Some Primary Source Examples

A Painting

An Advertisement

An Album of Music

A Letter


Foo Fighters. _In Your Honor_. RCA, 2005. CD.

**ELECTRONIC/DIGITAL SOURCES**

**Website**

Author or Editor (if given) (put ed. after editor)
“Title of Webpage.” *Website*, Publisher or agency that sponsored the page, Date of Publication, URL (no “http://” necessary), Date accessed.

Include Date Accessed as last item, if requested by instructor or if the content on the site updates regularly.

**Web Magazine or Newspaper**

Author or Editor. “Title of Webpage or Article.” *Title of Magazine or Newspaper*, Publisher or agency that sponsored the page, Date of Publication, URL (no “http://” necessary) or DOI (digital object identifier), Date accessed.

**Database Journal/Magazine Article**

Author. “Article Title.” *Title of Journal*, Volume #, Issue #, Date of Publication, page(s). *Name of Database*, URL/DOI.

**Email**

Author. “Subject Line.” Received by ____, Date Message was sent.


Encyclopedia from a Database


Blog, Listserv, Discussion Online

Editor, screen name, author, or compiler name (if available). “Posting Title.” *Name of Site*, Version number (if available), Name of institution/organization affiliated with the site (sponsor or publisher), URL. Date of access.

Tweet

Twitter Handle (First Name Last Name if Known). "The entire tweet word-for-word." *Twitter*, Date of Tweet, Time of Tweet, URL.

Section of an ebook from a Database

Last Name of Author, First Name of author if available, “Title of Section.” *eBook it is from*, other contributors, edition if given and is not first edition, Publisher name (often shortened), year of publication. *Name of Database*, URL or DOI if available. Date of Access.


@ReallyVirtual (Sohaib Athar). "Helicopter hovering above Abbottad at 1AM is a rare event." *Twitter*, 4 Jan. 2013, 3:58 p.m., twitter.com/reallyvirtual/status/64760730286358528?lang=en.

Online Image/Photograph

Artist's Last Name, First Name. *Title of Work.* Year, Location of Work (Museum, City - if not implied). *Title of Website.* URL. Date accessed.

NOTE: If the work is cited on the web only, then provide the name of the artist, the title of the work, and then follow the citation format for a website. If the work is posted with a username, use the username as the author.


Video from YouTube or Other Hosting Website

Last Name, First Name of video creator or Username of Creator. "Title of Video." *Title of the Hosting Website,* Publication date, URL of video. Date Accessed.


Video from Library Database

"Title of Video." *Collection/source from which video originates,* Publication date. *Title of Database,* URL or DOI. Date accessed.


*When you have a print or online source that is not shown in the examples above, refer to the core elements template for order and punctuation. When elements are missing, simply leave them out. Remember to think in terms of “containers” to help yourself!

©Avon Central School District 2018
MLA Format Guide for Research
**Notecards**

- Using 3x5 index cards, take notes on the material you read.
- Each note card will have only information on one specific topic (slug). Every time you record information on a different topic, you must use a new note card with a new slug.
- **The information you take from this source must be paraphrased, summarized or quoted.**
- Using this information later in your paper will require the use of a citation in the text of your essay.
- Please read only information that pertains to your specific thesis and only take notes on information that is of particular interest.

<table>
<thead>
<tr>
<th>Slug or keyword</th>
<th>Causes</th>
<th>2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>&quot;eating too many fatty food can, over time, block the arteries to the heart.&quot;</td>
<td>p. 49</td>
</tr>
</tbody>
</table>

This number corresponds to the number on your bibliography card from which you obtained this information.

This is the page number where the information is found. This will help you find it again later and cite it in your paper. Write "web" if there is no page number for your web source.

Copy direct quotes ONLY when they are useful—otherwise you MUST paraphrase and summarize. This will save you time and help you ensure that you will not plagiarize!
Thesis Statement

Your thesis statement represents the general topic of your entire paper. You will have, of course, many subtopics, which will develop your thesis statement.

1. It is a single declarative sentence, not a question.
2. States the writer’s findings or position on the topic.
3. States the specific focus of the paper.
4. Does not begin with “The purpose of this paper…” or “In this paper I will tell…”
5. Change your thesis as you continue your research.

Example Theses

Robotics of low, medium, and high technology have revolutionized industry by making it less dependent on but also safer for humans.

The railroad once served as the backbone of American economic development by stimulating industrial growth, developing remote areas of the country, and providing work for laborers.

While Steinbeck’s depiction of the Great Depression in The Grapes of Wrath bears historical accuracy, at least one family showed little similarity between its life and the Joads.

Plot: While recognized for its Gothic theme, Emily Brontë’s Wuthering Heights is equally famous for its inventive use of plot devices.

Characters: Richard Wright’s novel, Native Son, features a dynamic main character, Bigger Thomas, whose moral growth stands in stark contrast to many racial stereotypes.

Theme: The theme of William Golding’s novel Lord of the Flies attempts to subvert the children’s book bromide that good always conquers evil.

Metaphor: The British metaphysical poets developed an elaborate system of extended metaphor that made their poems both difficult and deeply moving.

Imagery: Emily Dickinson’s most characteristic poems make use of startling visual imagery.

In your thesis you are MAKING A CLAIM that you will prove with evidence found in your research.

A thesis for a literary research paper must have 4 things:

· Author
· Genre—this is the type of literature (tragedy, poem, play, novel, short story, essay, etc)
· Connection—to gender, era, theme, politics, religion, history, other authors, etc.)
· Claim—what are you saying about this?
A topic outline is used to organize those subtopics that will support your thesis statement. It should be organized into a pattern that will most effectively develop your topic. Please take special notice of the spacing illustrated below. First, the Roman numeral with period, then skip 2 spaces and begin writing. The “A” and the “1” begin directly under the first letter of the first word above it. If you use an “A,” you must use a “B.” If you have a “1,” then you must have a “2.”

Thesis statement: When earth’s citizens recognize wetland’s value, perhaps they will be more concerned about the protection of those vanishing areas.

I. Definitions of wetlands
   A. Definition by category
   B. Definition by characteristics
   C. Definition by law

II. Destruction of wetlands
   A. Losses
      1. Past
      2. Continuing
   B. Causes

III. Effects on Destruction
   A. On plant life
   B. On animal life
      1. Marine creatures
      2. Waterfowl
      3. Other wildlife
         a. mammals
         b. insects

*Your outline will be longer, but this shows you the pattern.

Roman numerals—I, II, III, IV, V, VI, VII, VIII, IX, X…etc.

©Avon Central School District 2018
MLA Format Guide for Research
Below is an example of an outline for a literary topic such as the one you would construct for your research paper.

Name
Date

English Teacher

Outline

Thesis Statement: F. Scott Fitzgerald’s literary works were greatly influenced by his life experiences.

I. Fitzgerald’s early years
   A. Birth
      1. September 24, 1896
      2. St. Paul, Minnesota
   B. Education
      1. Attended Princeton
      2. Left Princeton in 1917 without degree

II. Fitzgerald’s adulthood
   A. Marriage to Zelda
   B. Fitzgerald and the roaring twenties
   C. The Fitzgerald’s as expatriates
   D. Zelda’s mental breakdown

III. Fitzgerald’s literary works
   A. This Side of Paradise
      1. Written in 1920
      2. Anticipated pleasure seeking generation of twenties
   B. The Beautiful and the Damned
   C. The Great Gatsby
      1. Written in 1925
      2. Less popular than earlier works
      3. Great literary importance
      4. Criticism of moral emptiness of wealthy U.S. society during the ‘20’s
   D. Tender is the Night
      1. Written in 1934
      2. Decline of glamorous Americans in Europe
      3. Book was failure
   E. The Last Tycoon
      1. Written in 1941
      2. Not completed

IV. Fitzgerald’s final years
   A.
   B.
   C.
   D.

V. Authors influenced by Fitzgerald
   A.
   B.

If you have an “A”, then you must have a “B”. If you have a “1”, then you must have a “2”.
Parenthetical or “In-text” Citations

Under current copyright law everything anyone writes, including student essays, is copyrighted—that is, protected by law from being used by anyone else without written permission and sufficient citations. Copyright laws protect authors and publishers from other people profiting from their efforts. You document sources, then, to show your material came from reputable sources, and also to "pay" an author and publisher by acknowledging them for using their work. The following must have citations:

- Quotations
- Paraphrases or summaries in your own words
- Statistics or facts
- Images

There are two types of information found while researching —

<table>
<thead>
<tr>
<th>Common Knowledge need not be cited.</th>
<th>Expert Knowledge does need to be cited</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ex. “I have a dream.”—King</td>
<td>Ex. Anything you learn from reading specifically for a paper. <strong>If you read something 3 or 4 times in different sources, you can suspect it is common knowledge.</strong></td>
</tr>
<tr>
<td>Ex. The first amendment to the Constitution protects the right of free speech.</td>
<td></td>
</tr>
<tr>
<td>Ex. Most religions say death is a release from the pain of life, not a dreaded event.</td>
<td></td>
</tr>
<tr>
<td>Ex. Shakespeare lived in England 400 years ago and wrote <strong>Romeo and Juliet</strong> and <strong>Hamlet</strong>.</td>
<td></td>
</tr>
</tbody>
</table>

Parenthetical Citation Format

- **All direct quotes** must be cited with quotation marks and the author’s name and page number of the quote.

  Ex. “…and Toad decided to buy himself a motorcar” (Grahame 125).

- **All paraphrases and summaries** do not need quotation marks, but do need a citation.

  Ex. This electrical force, Galvani believed, was produced by the brain and stored in the nerve for later use (“Neurons” 31).

No Author: “Neurons” - Place the title in quotation marks

Different authors with same last name: (K. Brown 114) - The author’s first initial is added.

Two sources by the same author: (Brown, “Review” 114) - A shortened form of the source title is added.

Source with no page numbers: (Brown)

Borrowing from the same source several times in succession: (Brown 114, 137) - This is used when multiple quotes/paraphrases are in the same paragraph with no other source intervening, and it is clear how the page numbers will be matched to the borrowings. However when matching is ambiguous, (Brown 114) is the first citation and then (137) is added after the subsequent citation in succession.

Multiple authors: (Brown and Greene 114) is used when there are two authors. (Brown, et al. 114) - is used when there are 3 or more authors.

*Remember that the goal of an in-text citation is to lead the reader directly and efficiently to the source used.*

©Avon Central School District 2018
MLA Format Guide for Research
Long Parenthetical or In-Text Citation Format

Place quotations longer than four typed lines in a free-standing block of text, and omit quotation marks. Start the quotation on a new line, with the entire quote indented one inch from the left margin; maintain double-spacing. Only indent the first line of the quotation by a half inch if you are citing multiple paragraphs. Unlike shorter in-text citations, your parenthetical citation should come after the closing punctuation mark when citing long quotes. When quoting poetry or verse, maintain original line breaks. (You should maintain double-spacing throughout your essay.) For example:

Nelly Dean treats Heathcliff poorly and dehumanizes him throughout her narration:

They entirely refused to have it in bed with them, or even in their room, and I had no more sense, so, I put it on the landing of the stairs, hoping it would be gone on the morrow. By chance, or else attracted by hearing his voice, it crept to Mr. Earnshaw's door, and there he found it on quitting his chamber. Inquiries were made as to how it got there; I was obliged to confess, and in recompense for my cowardice and inhumanity was sent out of the house. (Bronte 78)

It’s obvious by using the pronoun “it” Nelly Dean….

Poetry will be handled something like this:

In her poem "Sources," Adrienne Rich explores the roles of women in shaping their world:

The faithful drudging child
the child at the oak desk whose penmanship,
hard work, style will win her prizes
becomes the woman with a mission, not to win prizes
but to change the laws of history. (23)

It seems that Rich expects the reader to….
Understanding Criticism and Using it in your Essay

By writing criticism—writing that analyzes literature—readers share their responses to a written work. Criticism is also a way for a reader to deepen his or her own understanding and appreciation of the work, and to help others to deepen theirs. There are a few different types of criticism.

- **Analysis**—Students are frequently asked to analyze, or break into parts and examine, a passage or a work. When you write an analysis, you must support your ideas with references to the text, as in this example:

  **Example:**
  
  **Conclusion**—In “Heat,” the poet H.D. creates an enduring image of heat. There is no deeper meaning here; her task is to commemorate physical experience in words
  **Support**—The poem’s imagery gives heat solidity and depth. In the first stanza, the speaker asks the wind to “cut apart the heat” and in the third stanza, to “plow through it (H. D. 95)” as if heat were a thick substance like earth.

- **Biographical Criticism**—Biographical criticism uses information about a writer’s life to shed light on his or her work, as in this passage by Kenneth Silverman:

  **Example:** Much of [Poe’s] later writing, despite its variety of forms and styles, places and characters, is driven by the questions of whether the dead remain dead…[C]hildren who lose a parent at an early age, as Edgar lost Eliza Poe [his mother], invest more feeling in and magnify the parent’s image…The young child…cannot comprehend the finality of death…

- **Historical Criticism**—Historical criticism traces connections between an author’s work and the events, circumstances, or ideas that shaped the writer’s historical era. For examples, Jean H. Hagstrum analyzes William Blake’s character of Urizen by showing how the character symbolized the Enlightenment ideas of the scientist Isaac Newton and the philosopher John Locke.

  **Example:** The character of Urizen is also an active force. Dividing, partitioning, dropping the plummet line, applying Newton’s compasses to the world, he created abstract mathematical forms. Like Locke, he shrinks the senses, narrows the perceptions, binds man to the natural fact.

**The functions of criticism:**

- Making connections
- Making distinctions
- Achieving insight
- Making a judgment
- “Placing” the work

**Areas of focus:**

- Character (ambition, motive)
- Theme (how it is evident in the text)
- Style (diction, syntax)
- Historical Context (time)
- Literary Influences (other authors)
Using the Internet for Research

When you search the internet for information about your topic, you must question where the information came from. If the website is affiliated with a university or some other expert, you can usually trust the information. Information from personal or commercial websites may not be as accurate. URLs with “EDU” or “GOV” as their domain name are usually more reputable. Be wary of “ORG” as organizations may be bias to their own agendas. Be certain to do your homework on your source. Use PUCA to help (page 21).

Searches

Some search engines and their specific features:

**Google**- King of searching

**Sweet Search**- Websites evaluated by research experts

**Ask.com**- Organized and easy to read. Uses natural language questions.

**Ipl2 (Internet Public Library)**- Websites chosen by information professionals

**DuckDuckGo**- Trackless, filterless search. Clean and simple!

**Infomine**- Scholarly resources

**RefSeek** - Academic search engine for students and researchers. Locates relevant academic search results from web pages, books, encyclopedias, and journals. (Directory allows one to search specific topics such as Literature. Help provides search tips and ways to save.)

<table>
<thead>
<tr>
<th>Advanced Search</th>
<th>Features</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Specify a Phrase</td>
<td>If you are searching for a phrase, such as substance abuse, type quotation marks around it. Without them you are actually searching for substance and abuse</td>
<td>“substance abuse”</td>
</tr>
<tr>
<td>Boolean Operators</td>
<td>Link concepts by placing the word AND (+) between them. This requires that the resulting web sites contain both concepts. Often done by default. Broaden your search using OR Narrow your search using AND NOT (-)</td>
<td>“substance abuse” AND “domestic violence” “substance abuse” OR “alcohol abuse” “substance abuse AND NOT marijuana”</td>
</tr>
<tr>
<td>Capital Letters</td>
<td>Using Capital Letters helps to narrow a search for something normally in capital letters.</td>
<td>“Bill Gates” will not search bill or gates.</td>
</tr>
<tr>
<td>Truncation</td>
<td>If you want to retrieve all forms of a word, you can type the root of the word followed by an asterisk (*)</td>
<td>Instead of typing “abuse or abuses or abuser” just type abus*</td>
</tr>
<tr>
<td>Field searching</td>
<td>To get only sites that focus on your topic, search for sites with your words in the title. You can use other types of fields too.</td>
<td>title: “domestic violence” url: npr.org edu: purdue</td>
</tr>
</tbody>
</table>
What is PUCA?

PUCA stands for Purpose, Usefulness, Copyright and Author.

Evaluate each website you find through search engine searches using this formula.

Would you want information about renaissance weapons from someone who collected guns for a hobby?

P-Purpose: What is the purpose of this website? To sell, to educate, to entertain, to express personal interests, to express an opinion?_____________________________________________________
Who is the intended audience for this website? _________________________________________
______________________________________________________________________________
Does the website credit sources?___________ Can you find a “works cited”?___________________
What is one source used by this website?_______________________________________________
What did you find when you searched that source? ________________________________________

*You can find a lot of information about a website if you go to the “About” Section, but be cautious because it was written by the website creators.

U-Usefulness: How useful is this website to you? _______ Does it have information that you can understand?__________ Does it have information that assists with your research project?__________
What is one piece of information you can use?____________________________________________
______________________________________________________________________________

C-Copyright: What is the copyright of this website?_________________
Is the website kept up to date?_________________________________

A-Author: Who is the author or home (sponsor) organization?________________________________
How can you contact them?___________________________________________
What is one credential of the author or website that makes this website credible?
______________________________________________________________________________

*Complete a search for information on the site itself and/or the author specifically. Be sure to dig deep. Looking for information on the first page of results often leads you to the site itself again.

In your opinion, after examining all of the above points, do you think this is a reputable, and one of the better websites available, to use for your research? Yes No Why?
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

©Avon Central School District 2018
MLA Format Guide for Research
General Format of an MLA 8 Formatted Paper
(Note: There is no longer a separate title page.)

Margins and Spacing—The margins should be set to 1 inch all around. The text should be double-spaced.

Pagination—Page numbers begin on the first page of text with your name and 1 at the right hand corner and end on the final page of the paper. You can accomplish this by going to Insert/Page Number and selecting the format shown which has the number placed on the top far right. After the number appears in your header, type in your last name before the page number. All following pages will appear with the subsequent page numbers.

Title—Notice your title will be centered below your personal information at the start of your first page of text. It should not be in “quotation marks” or underlined - only centered. The initial letter or every important word should be capitalized. Enter once after your title to begin your text.

Paragraphs—Indent each paragraph one tab (½ inch from the left margin) and do NOT skip lines between each paragraph. Use 12 point Times New Roman font.
Works Cited Page Tips

1. Use one inch margins, 12 point font and Times New Roman.

2. The first line of each entry should be at the margin. Each subsequent line must be indented (hanging indent). If you encounter a problem with this, put your cursor at the end of the line and press “enter”. Then you will be able to press tab for indenting. You may also place your cursor at the beginning of the line to indent and press “Shift - Enter” before pressing tab for indenting.

3. Single-space within each entry, but double space between each entry.

4. Make sure that the entries are in alphabetical order according to author’s last names. If there is no author given, alphabetize the first element of the entry - disregarding first words such as: the, a, an, etc.

5. If there is more than one work by the same author in your works cited list, use the author's name only for the first entry. For subsequent entries, use the “dash” key to create a line the length of the author's name as shown in the previous entry, and follow it with a period.

For example:

---------------------.
Imbroglio: Rising to the Challenges of Borderline Personality Disorder.

6. Remember that containers are only underlined when completing note cards simply to remind you to italicize them in your works cited.

7. Be certain to include correct punctuation, spaces, etc.
Works Cited


Notice the alphabetical order.

All punctuation, italics for containers, and capitalization are EXTREMELY important.
Avon English Department Research Papers

Research paper requirements for each grade level.

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Pages of Text</th>
<th>Sources/Bib Cards</th>
<th>Cards</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>1-1.5</td>
<td>3</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>2-3</td>
<td>5</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>3-4</td>
<td>7</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>4-5</td>
<td>8</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>6-7</td>
<td>10</td>
<td>60</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>10-12</td>
<td>10</td>
<td>80</td>
<td></td>
</tr>
</tbody>
</table>

Other helpful resources:
*ONLINE: OWL at Purdue Writing Lab MLA, The MLA Style Guide
*PRINT: MLA 8 Handbook (See Librarian)

Works Consulted


©Avon Central School District 2018
MLA Format Guide for Research