

HOW TO WRITE A WORKS CITED PAGE

Use the steps below and the entry examples listed to create your own works cited for the sources you use. This page tells you how to do it and the sample works cited page shows you how it should look. USE BOTH.

HINTS: -Normal heading at the top. Skip a line. Write/type Works Cited in the center. Skip a line

-Your works cited should be in alphabetical order, using the first letters of each entry.

-The first line of each entry begins at the margin and all additional lines are indented (hanging indent).

(Hanging Indent: highlight entry, go to "Format" menu, go to "Paragraph" & change "Special" indent from "none" to "hanging")

-One space after a comma and two spaces after a period. Each entry ends with a period.

THE WORKS CITED GIVES CREDIT WHERE CREDIT IS DUE! OTHERWISE YOU ARE STEALING THE INFORMATION -- THAT IS CALLED PLAGIARISM AND IT IS ILLEGAL!

ELECTRONIC SOURCES

World Wide Web - Internet Website

1. Author (if known). (last name, first name)
2. "Title of article." (in quotations, as shown)
3. <full http address> (enclosed in angle brackets)
4. Date of visit.

"Greek Mythology-Medusa." <<http://mesagenet.com/myths/>> Feb. 25, 1997.

An article from SIRS Discoverer:

1. Author.
2. "Article Title."
3. Original Source of Article
4. Date of original source: page numbers.
5. Name of the Database Used.
6. Name of the Service.
7. Library where database was accessed, Location of library.
8. Date of Access <URL of service's homepage>.

Maddren, Gerry. "Against All Odds." Cricket Feb. 1998: 21-23.
SIRS Discoverer. SIRS Discoverer on the Web. Silver Lakes Middle School Library, North Lauderdale, FL. 10 Nov. 2001 <<http://www.sirs.com>>.

An article from World Book Online:

(Hint: World Book Online provides citations with the articles)

1. Author (Last, First).
2. "Title of Article."
3. Title of Source.
4. Year.
5. [Source of Access.]
6. Date visited.
7. <full http address>.

Littleton, C. Scott. "Mythology." World Book Online Reference Center. 2008. [ES BOCES Virtual Reference Collection.] 22 April 2008 <<http://0-www.worldbookonline.com.opac.esbores.org:80/wb/Article?id=ar380120>>.

PRINT RESOURCES

Book with one author:

1. Author.(last name, first name)
2. Title of book. (underlined or in italics)
3. City of publication.(followed by a colon:)
4. Publisher, date of publication. (comma after publisher)

Lambert, David. The Ultimate Dinosaur Book. New York: Dorling Kindersley, 1993.

Book with two authors:

1. Authors (in order they are given in the book).(last name, first name and first name last name -- careful!)
2. Title of book (underlined or in italics).
- 3.City of publication. (followed by a colon:)
4. Publisher, date of publication. (comma after publisher)

Ross, Arnold, and William K. Emerson. Wonders of Barnacles. New York: Dodd, Mead & Co., 1974.

Encyclopedia article and other familiar reference:

1. Author of article (if available) (last, first)
2. "Title of article." (in quotations, as shown)
3. Title of book (underlined or in italics)
4. Date of edition. (Volume and page number are not necessary if articles are arranged alphabetically)

Bronner, Edwin B. "Penn, William." The New Book of Knowledge. 1988.

Article in a periodical(magazine, newspaper, etc.):

1. Author (if available).(last name, first name)
2. "Title of article."(in quotations, as shown)
3. Periodical title. (underlined or in italics)
4. date: page. (colon after date)

Nicklin, Flip. "Bowhead Whales." National Geographic. August 1995: 114-129.

Unpublished Interview

1. Author of interview (probably you!) (last name, first)
2. "Title of Interview." (should include name of person)
3. Location (address/name of place, city : colon)
4. Date of interview (month day, year)

Kleinberg, Rachel. "Afternoon Chat with Ms. Pfister." Montauk School Library, Montauk, NY : December 2, 2002.

SAMPLE WORKS CITED PAGE

Name
Class

Date
Assignment

Works Cited

- “Belize.” Culturegrams '99. Brigham Young University: Provo, Ut., 1998.
(Culturegram)
- Bronner, Edwin B. “Penn, William.” The New Book of Knowledge. 1988.
(print encyclopedia article)
- “Great Voyages.” Eyewitness History of the World. CD-ROM. New York: Dorling Kindersley, 1995.
(CD-ROM encyclopedia article)
- “Greek Mythology-Medusa.” <<http://mesagenet.com/myths/>> Feb. 25, 1997.
(World Wide Web article)
- Griffiths, John F. “Tornado.” Grolier Multimedia Encyclopedia. 1996 ed. CD-ROM. Danbury, Ct.: Grolier Electronic Publishing, Inc., 1994.
(CD-ROM encyclopedia article)
- Kleinberg, Rachel. “Afternoon Chat with Ms. Pfister.” Montauk School Library, Montauk, NY : December 2, 2002.
(unpublished interview)
- Lambert, David. The Ultimate Dinosaur Book. New York: Dorling Kindersley, 1993.
(book with one author)
- Madden, Gerry. "Against All Odds." Cricket Feb. 1998: 21-23. SIRS Discoverer. SIRS Discoverer on the Web. Silver Lakes Middle School Library, North Lauderdale, FL. 10 Nov. 2001 <<http://www.sirs.com>>.
(article from SIRS)
- Nicklin, Flip. “Bowhead Whales.” National Geographic. August 1995: 114-129.
(print periodical article)
- Ross, Arnold, and William K. Emerson. Wonders of Barnacles. New York: Dodd, Mead & Co., 1974.
(book with two authors)

(Note: Your “Works Cited” page should not have the italic notes listed above. Those are just to help you identify the different types of sources and how they are listed on a “Works Cited” page.)