



# MLA & APA Documentation Styles

Marie Lechelt

What do you know about MLA or APA style? (Discuss)

1.

2.

3.

4.

5.

# What is documentation?

- Providing evidence of your research
- It includes:
  - The format of your essay (spacing, name, page number, etc.)
  - Works Cited Page or References (your list of sources)
  - In-text Citation (naming your sources in your writing)
  - Any other reference to your sources (annotated bibliography, footnotes, etc.)

# How do I find the MLA/APA Rules?

- MLA or APA Handbooks
- Some English textbooks
- Online
  - <http://bcs.bedfordstmartins.com/resdoc5e/>

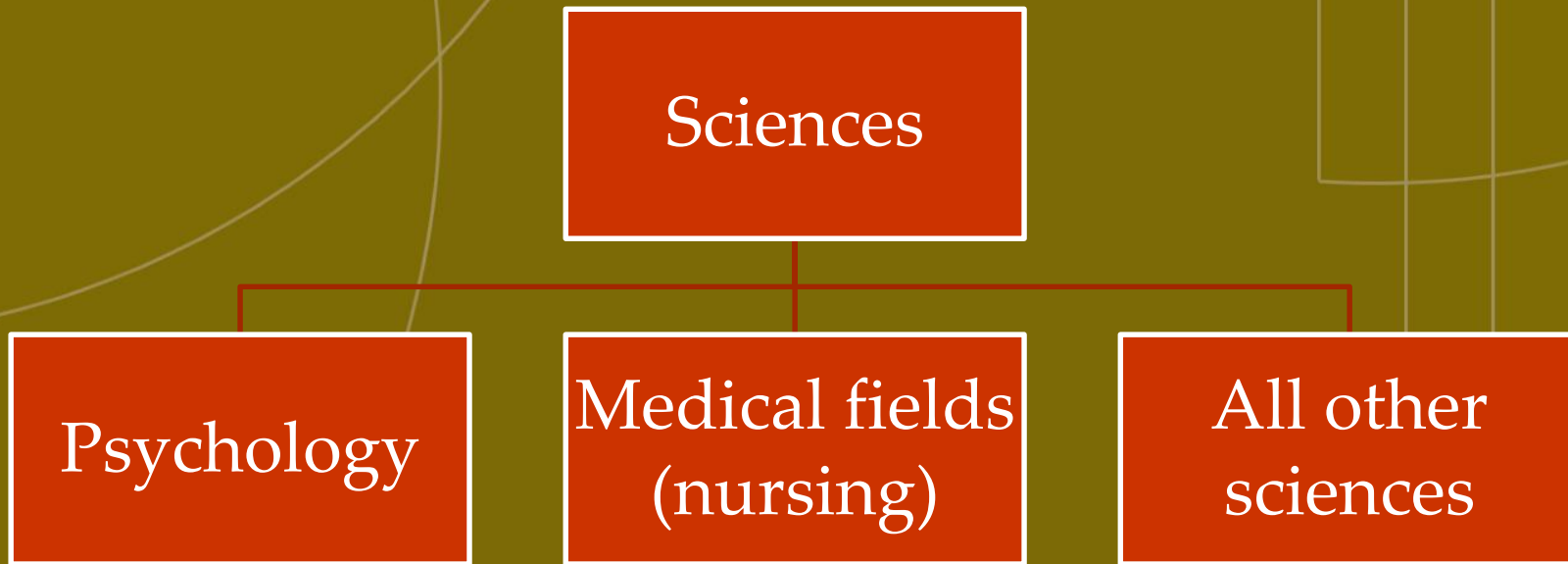
**NOTE:** Be careful because the rules change almost every year! An old handbook will not work.

# MLA (Modern Language Association)

Liberal  
Arts/Humanities

- English
- Philosophy
- Music
- Art
- History
- Religion

# APA (American Psychological Association)



# Page Format

- MLA
  - 12 point font
  - Times New Roman
  - Double Spaced with 1” margins
  - Include the page number & your last name in the header in the top right corner of every page.
  - In the top left corner, include on separate lines: your name, the teacher’s name, the class name, the date
  - Include the title on the next line, centered
  - Indent every paragraph 1 tab
  - NO extra spaces

SEE EXAMPLE

# Page Format

- 12 point font, Times New Roman, 1” margins, Double-spaced
- The first page should be your title page
  - Include a header that has a shortened version of your title on the left top and your page number on the right top.
  - Put your full title, name, and college on separate lines centered in the middle of the paper.
  - If wanted, include an author’s note at the bottom including your class and teacher. (not required)



## APA Page Format Cont...

- The second page should be your abstract
  - Includes the same header as the first page
  - Says Abstract at the top center of your page
  - Indent your paragraph 1 tab
- The third page starts your essay
  - Full title centered at top of page
  - Begin 1<sup>st</sup> paragraph – first line indented 1 tab

SEE EXAMPLE

# Source List

## MLA

- Works Cited List
- This includes all of the information a reader needs to find your source.
- You must follow a specific page format (see example).
- Every type of source is different. Look up the rules for each. (see website for examples)

<http://bcs.bedfordstmartins.com/resdoc5e/>

## APA

- References
- This also includes all of the information a reader needs to find your source.
- You must follow a specific page format (see example)
- Every type of source is different. Look up rules for each. (see website for examples)

<http://bcs.bedfordstmartins.com/resdoc5e/>

# Let's Try it!

We are going to try to write one works cited or reference page entry for MLA and one for APA.

Using the information on the handout and the guide from the website on the screen, write your entry.

Go over the results together.

# In-text Citation

This is when you state where your information has come from (source) in your writing. This may be in a sentence or at the end of a sentence.

This included only enough information, so your reader can look in your source list to find the correct source.

Without it, your reader will not know which information is from which source.

Whenever you summarize, paraphrase, or quote information from an outside source, you must use in-text citation

You use citation when you switch from one source to another or from a source to your ideas.

# MLA In-text Citation

- ALL MLA citations include the author's last name (or title if no author) and a page number (unless there is none).
- You can cite in the sentence or at the end of it in parenthesis.
  - Cite at the end of the sentence, before the period.
    - Author named in text: pg. #  
...Jones claimed that a tenth of the number of people joined the course (2).
    - Author not named in text: last name and pg. #  
...a tenth of the number of people joined the course (Jones 2)

# Practice

- Work with a partner
- Using any book you have with you, create a MLA in-text citation.
  1. Choose a few sentences to summarize.
  2. Write a new sentence about this information in your words.
  3. Include the MLA in-text citation.
  4. Share with the workshop.

# APA In-text Citation

- ALL APA citations include the author's last name (or title if no author), year, and page number with p. before it (leave out if none).
- You can cite in the sentence or at the end of the sentence in a parenthesis.
  - Yanovski and Yanovski (2002) explained that sibutramine suppresses appetite by blocking the reuptake of the neurotransmitters serotonin and norepinephrine in the brain (p. 594).
  - Sibutramine suppresses appetite by blocking the reuptake of the neurotransmitters serotonin and norepinephrine in the brain (Yanovski & Yanovski, 2002, p. 594).

# Practice

- Work with a partner
- Using any book you have with you, create a APA in-text citation.
  1. Choose a few sentences to summarize.
  2. Write a new sentence about this information in your words.
  3. Include the APA in-text citation.
  4. Share with the workshop.



This PowerPoint will be on the writing  
center website:

[http://www.riverland.edu/writingcenter/  
workshops.cfm](http://www.riverland.edu/writingcenter/workshops.cfm)

# QUESTIONS?