The works cited list documents the paper and provides the information necessary to identify and retrieve each source. References cited in the text must appear in the works cited list and conversely, each entry in the works cited list must be cited in the text.

GENERAL GUIDELINES

General Forms

**Book:**

**Paper Periodical:**

**Online Periodical:**


**Online Document:**


In Text Citations

**Use the author's last name.** To cite sources in the text, use the author's last name and page number(s) cited. (See MLA Handbook, chapter 6). Example: (Minahan 283)

**Don't italicize or put quotation marks for sacred writings, laws.** Certain titles, such as versions of sacred writings, laws, and political documents, do not need to be italicized or have quotation marks. (See MLA Handbook, section 3.6.5.) Example of a version: The New International Version. Example of an edition: The Interlinear Bible.

**Use a period instead of a colon.** When citing the Bible in the text, use a period instead of a colon between the chapter and verse(s). Example: I Tim. 1.7.

Works Cited

**Alphabetical Order:** Arrange the list of works cited in alphabetical order by the surname of the first author. If there is no author given, the first significant word of the title is used.

**Spacing:** Double-space the list of works cited both within an entry and between entries, and indent all lines of the entry after the first line.

**Title of article or chapter:** Capitalize all significant words of the title and subtitle, if any. Place quotation marks around the title. Example: "Access Services and RILI."

**Title of periodical, book or document:**
- Give the title in full
- Use a colon to separate the title and subtitle
- Capitalize all significant words
- Italicize the title

**Subscription Databases:** If citing a source from a subscription database, include the name of the service (Example: *Academic Search Complete*), the type of media, and the date accessed.
CITING A BOOK

Book


Note: If no publisher is listed, use "N.p." to denote no publisher name given.

Electronic Book


Book with Multiple Authors


Article or Chapter in a Book


Entry in a Reference Book


Note: If the individual entry is signed with an author's name, list the author's name first.

Book Review


Note: If the reviewer's name is not stated, begin the entry with the title of the review. If the review is neither titled nor signed, begin the entry with Rev. of and alphabetize under the title of the work reviewed.
CITING A PERIODICAL

Journal Article


Note: Cite online journal articles from an online database as you would a print source. Provide the database name in italics. List the medium of publication as "Web" and end with the data of access.


Note: For online journals that appear only on databases that do not provide page numbers, use "n. pag." for no pagination.

Magazine Article with Author


Magazine Article without Author


Magazine Article from a Website


Note: Include the name of the website in italics and the website publisher. After the date of publication, insert "Web" as the medium of publication and the date of access.


Note: Some sites will have different names than their print formats, such as ones that include a domain name like .com or .org.


Note: For online journals that appear only online (no print version) or on databases that do not provide pagination, use "N. pag." for no pagination. The "N" is capitalized because it follows a period.

Newspaper Article


CITING LOGOS BIBLE SOFTWARE


*Note*: Logos places publication information at the end of each printout, which can be used to create a citation.

CITING AN E-MAIL


CITING A WEBSITE


*Note*: When no publisher name appears on the website, use "N.p." for no publisher given. When sites omit a date of publication, use "n.d." for no date. The "N" is capitalized when it follows a period.


WORKS CITED