MLA Style Tips

General Tips

- Double space text
- Use 12-point, Times New Roman font
- Use a single space after sentences
- Set page margins to one inch
- Use a block quote for quotation over four lines
- Do not abbreviate the names of months in the body of your work, but do abbreviate them on the Works Cited page

Headers, Pages Number, Title Pages

- Unless specifically requested title pages are not used.
- In the header, align text to the right then type your last name and insert page number.

Works Cited Page

- Works being cited are listed in alphabetical order. Traditionally there are three types of sources: web, books and articles. Here is how you format each type.

  **Web**
  Last name, First name. “Article Title.” Website Title. Publisher of Website, Day Month Year article was published. Web. Day Month Year article was accessed.

  **Books with one author**
  Lastname, Firstname. “Title of Book.” City of Publication: Publisher, Year of Publication. Medium of Publication.

  **Books with two authors**

  **Articles in Scholarly Journal**

Additional Resources

- Examples of [MLA style](#)