



***NoodleBib* MLA STYLE CITATION TIPSHEET**

Technical College of the Lowcountry * Learning Resource Center

<http://www.tcl.edu/LRC/lrcmain.html>

NoodleBib allows you to quickly generate, edit and publish an MLA Works Cited List or APA Reference list that complies with all of the rules detailed in the most current versions of the MLA Handbook and APA Publication Manual. **NoodleBib produces a polished source list that you can import directly into your Word document.** This is accomplished by choosing “my list” at the top menu (when you have completed all of your citations) and then click on your source list for your research project, for example – you are working on an English 101 research paper and you named your project “English 101” and that list contains all of the citations you completed for that project. Once your list is displayed – choose “Save as a word doc” from the top menu. If you are not at your personal computer, you can either print out the list or email it to yourself.

The following citation examples for the MLA style are provided within this Tipsheet:

- 1) Academic Journal article from a library subscription database
- 2) General Website
- 3) Print Reference Source
- 4) Free online reference database

1) ACADEMIC JOURNAL ARTICLE FROM A LIBRARY SUBSCRIPTION DATABASE) (MLA)

(General instructions for library subscription databases such as Academic Search Premier and General Reference Center) – A majority of the databases subscribed through the TCL Learning Resource Center provide links to “source type” (example whether your source is a magazine or academic journal) by linking on the name of the article/entry in the search results list. The “source” information provided by these databases also provide the “unique or persistent URL” to the articles that you can copy and paste to NoodleBib. You can also link to the “catalog record” which provides information on source type, publisher, etc. You need to know as much as possible about your source to answer all of the questions NoodleBib will ask.

How to Cite an Academic Journal Article from a Library Subscription Database?

Step 1: Select “MLA Advanced” from the Choose the list and style version section.

Step 2: Provide a brief description of your paper/project. (Example: English 102-Hemingway).

Step 3: Click “Create List” button

Step 4: At the next screen, select “Journal” as the citation type from the pull down menu at the top

Step 5: Leave the default “Journal” selection at the next screen because it includes “an article or abstract reproduced online” (as part of a library subscription database). But make sure your source is an academic journal and not a magazine. If not sure, access the highlighted link “Click here” under the magazine option at the bottom of the screen to see the difference between the two types of sources.

Step 6: Select “Online” as the publication medium at the next screen

Step 7: Leave the default “journal article” as a response to the question “what specifically are you citing” but read through all options to insure which type of source you are citing. In the next section at this same screen, you will normally select “No” in response to the question “Is specific publication information about an original printed version provided?” – select “no” unless you see a specific reference to printed material at the journal

Example citation of an Academic Journal article from a Library Subscription database--- continued....

article site. At the same screen, select “Subscription database” as the response to the question “Free or subscription content?”

Step 8: At the next screen, enter the name of the database used to obtain your search results in the *Subscription Database Wizard*

(example: Expanded Academic ASAP)

Step 9: At the next screen, the Subscription Database Wizard provides the correct database name, vendor and URL for the database name you keyed in at the previous screen.

Step 10: If the database is correct choose “Next”. If not, choose “Back” and try keying the name again.

Step 11: At the next screen, the Subscription Database Wizard is confirming the URL provided and asks 2 questions – for you to confirm that the URL provided is the correct URL by choosing “Next” or if the URL is not correct, choose “Back”.

Step 12: At the next screen, the following sections are the most common sections you will need to complete but read through all carefully to insure you are providing thorough information.

Name of Journal: (for example: The Explicator)

Author(s) names: (for example: Jacqueline Bradley) – press the “add” button after keying in each authors name.

Title of Article: (for example: “Hemingway’s The Sun Also Rises (Ernest Hemingway) (Critical Essay)”

Page number(s): (for example: 231-234)

Volume number: (for example: 65)

Issue number: (for example: 2)

Publication date: (for example: summer 2006)

Most recent date of access: (the default is the present date)-change this if accessed at an earlier date

Name of subscription service: This is already keyed in by Subscription Database Wizard (for example: Thomas Gale)

Name of database within the subscription service: This information is already keyed in also by Subscription Database Wizard. (for example: Expanded Academic ASAP)

Name & city/state of library that provides service: (for example: Technical College of the Lowcountry, Beaufort, SC)

URL: This is already provided by Subscription Database Wizard.

(for example: <http://infotrac.galegroup.com/itweb/?db=EAIM>)

Step 13: Click “check for errors” button

Step 14: Correct errors (if any)

Step 15: Click “update citation” button

Step 16: Next screen, MLA style citation is provided: (Our example citation provided below).

Bradley, Jacqueline. “Hemingway’s The Sun Also Rises(Ernest Hemingway)(Critical Essay).”
The Explicator 65.2 (Summer 2006): 231-234. Expanded Academic ASAP. Thomson Gale.
Tech. College of the Lowcountry, Beaufort SC. 21 May 2007
<<http://infotrac.galegroup.com/itweb/?db=EAIM>

2) General Website Citation(MLA) .

General Instructions for Web sites:

Title of document – if no title is given within the content of the web page; look at the top of your browser window to see if a name or title is provided

Title of specific article, section or chapter – provide only if you wish to cite just a particular section of a longer document

Author(s) – if no author is present, leave this section blank

Publication or copyright date – if no date given, leave blank. You may need to look at bit to find the publication date.

Date of access – date you viewed the web page

URL – copy and past the URL from web site to this section. If it is a long address, you may just include The URL for the site’s main page(if the material may be easily retrieved from there)

Associated Organization – identify the organization associated with the page, if it is different from the Author.

How to cite a General Web site (MLA)?

Step 1: At the first screen, select “MLA Advanced” from the Choose the list and style version section.

Step 2: Provide a brief description of your project/paper. (Example: History report-Barbary Pirates)

Step 3: Click “ Create List” button at the bottom of the screen

Step 4: At the next screen, select “Web site” as the citation type at the drop down menu at the top of the screen

Step 5: At the next screen, leave the default “General web site” selection unless the other options are more appropriate for your particular website source.

Step 6: Under “Describe the Content” section—the default is “no content type below applies” but look through the other choices to insure you have the appropriate choice.

Step 7: At the same screen under “Information about retrieval of online source” – choose “free” for the question – Free or subscription content? And for the question –“Can your reader find this source again? – usually choose “Unique URL” but read through all choices.

Step 8: At the next screen, Basic information is provided as follows in each section of this screen:

Authors: see “general instructions” above

Page or article title: (for example: “The Thomas Jefferson Papers: America and the Barbary Pirates”)

Name of Web site or Web project: (for example: American Memory Project)

Sponsoring Organization or Institution: (for example: Library of Congress)

Last update or copyright – see ‘general instructions” above. (our example: May 1, 2007)

Most recent date of access – see “general instructions” above (our example: May 18, 2007)

Unique URL – see “general instructions” above (our example:
http://memory.loc.gov/ammem/collections/jefferson_papers/index.html)

Step 9: Click “check for errors” at bottom of screen

Step 10: Correct errors (if any)

Step 11: Click “update citation”

Step 12: At next screen the MLA style citation is provided. (our example provided below)

The Thomas Jefferson Papers: America and the Barbary Pirates: American Memory Project. 1 May 2007.

Lib. of Congress. 18 May 2007.

<http://memory.loc.gov/ammem/collections/jefferson_papers/index.html

3) How to Cite a Print Reference Source (Encyclopedia, Dictionary, Directory, etc)? (our example – Encyclopedia article)

Step 1: Select “MLA Advanced” in response to “Choose the list style and version” at the top of the 1st screen

Step 2: Key in a brief description of your paper/project. For example: “Business Management Report”

Step 3: Click “Create List” button

Step 4: At the next screen, select “Reference Source” as the citation type at the pull down menu at top of screen

Step 5: At the next screen, leave the default “Reference book or reference database” selection

Step 6: Select “Print” at the publication medium

Step 7: At the next screen, leave the defaults (encyclopedia) unless the other options are more appropriate to your source. In the next section where you are asked to choose the content—the default is “an article or entry” which is usually the appropriate choice but read through all choices to insure.

Step 8: At the next screen, you will key in sections of basic information:

Author(s) (if any): type in names and then click “add” after each name

Title of encyclopedia article/entry: (for example: “Monopolistic Competition”)

Title of reference book: (for example: Encyclopedia of American Business)

Page number(s): (for example: 125—130)

Editors(if any): type in names of editors and then click “add” after each name

Book Publication city: (for example: “New York”)

Book Publisher: (for example: “Facts on File”)

Publication year: (for example: 2004)

Step 9: Click “check for errors” button

Step 10: Correct errors (if any)

Step 11: Click “update citation”

Step 12: MLA citation is provided at next screen: (our example of a print reference citation below:

“Monopolistic Competition”. Encyclopedia of American Business. Ed. David Folsom and Rick Boulware.
New York: Facts on File, 2004. 125-130.

4) How to Cite a Free Reference Database such as Microsoft Encarta Encyclopedia

Step 1: Select “MLA Advanced” as the list style & version at the first screen

Step 2: Type in a brief description of your paper/project: (for example: Business Management Report)

Step 3: Click “Create List” button

Step 4: Next screen, select “Reference Source” as the citation type from the pull down menu at the top

Step 5: At next screen, leave the default “Reference book or reference database” selection

Step 6: At next screen, select “Online” as the publication medium

Step 7: At next screen, leave defaults (encyclopedia or biographical dictionary) under “tell us more about this source”. Next, when the screen asks “what content are you citing”? – choose the appropriate content for your particular source. At this same screen, normally select “Unique URL” as the online retrieval mechanism; select “no” to the question “is the online material duplicated from a printed work?(however, if there is an attribution to a printed source, answer “yes” instead). Again, on this same screen, select “Free” in response to “Free or subscription content?”

Step 8: At the next screen, normally provide information in the following sections:

Author(s): type in name(s) if identified but if encyclopedia article is unsigned, leave this field blank

Title of article/entry: (for example: “Monopolies and Mergers”)

Most recent date of access: key in date you accessed free reference database

Unique URL: copy and paste URL address from website to NoodleBib

Name of Web site, project or database: (for ex: Microsoft Encarta Encyclopedia Online)

Date of epublication, last update or copyright- look for “last updated” date or copyright date at the

bottom of the site’s home page Sponsoring Institution: (for example: Microsoft Corp)

How to cite a Free Reference Database continued.....

Step 9: Click “check for errors”

Step 10: Correct errors (if any)

Step 11: Click “update citation”

Step 12: The next screen provides the MLA style citation for an encyclopedia article. (our example below:

“Monopolies and Mergers”. Microsoft Encarta Encyclopedia Online. 2007. Microsoft Corporation.
23 May 2007 <http://encarta.msn.com>