Dear Student:

One of your goals in any high school English class is to learn how to correctly document your outside sources in order to avoid plagiarism. In this class, we use MLA (Modern Language Association) format for our essays.

It is your responsibility to understand and implement the correct format in your essay. The rules for citing your sources are not suggestions. Follow formatting guidelines down to the last comma and period. Failure to correctly document your sources according to the teacher’s expectations will affect your grade on your essays.

All Works Cited pages done in MLA format have the following basic guidelines:
1. Sources are listed in alphabetical order according to the author’s last name or the title.
2. Each citation contains a hanging indent.
3. The entire Works Cited page is double spaced.
4. The Works Cited page must contain a header—½” from the top of the page—in the upper right hand corner.
5. The remainder of the Works Cited page has 1” margins.

According to MLA, the citation for a website is formatted as follows:

Last Name, First Name. “Title of Article.” Title of Website, Day Month Year, URL. Accessed Day Month Year (if no publication date is provided).

While it is acceptable to use online bibliography generators or citations provided by the websites themselves, it is your responsibility to check the citation to ensure that it meets the most current guidelines. If it doesn’t, you must revise it.

The following assignment requires you to write a rough draft of your Works Cited page for the biographical research paper. Use the blank lines to hand write your citations. The assignment is laid out in MLA format; follow it for your final draft! To receive full credit for this assignment, you must write a citation for at least four sources you are citing in your paper.

Note: Some parts of a citation need to be typed in italics. For this assignment, use underlining in place of italics. When you type your Works Cited page, remember to change underlined elements to italics.