

BOOK

One Author:

Author. Title of Book. **City of Publication:** **Publisher, Year.**

- This is the basic format for a *Works Cited* entry.
- Take the title from the title page, not the cover.
- The author's name should be written Last Name, First Name.

Ex. **Brinkley, Alan.** The Unfinished Nation. **New York:** **Knopf, 1993.**

- If the person named on the title page is the editor or compiler, rather than the author, add a comma then the abbreviation "ed." or "comp."

Ex. **Carpenter, Allan, comp.** Facts About the Cities. **New York:** **Wilson, 1992.**

Ex. **Kreider, Jan F., ed.** Handbook of Heating, Ventilation, and Air Conditioning. **Boca Raton:** **CRC, 1993.**

Two or More Authors:

Author, and Author. Title of Book. **City of Publication:** **Publisher, Year.**

- List the names in the order they appear on the title page.
- Only the first author's name should be reversed: Last Name, First Name.
- Use a comma between the authors' names. Place a period after the last author's name.

Ex. **Rowe, Richard, and Larry Jeffus.** The Essential Welder: Gas Metal Arc Welding Classroom Manual. **Albany:** **Delmar, 2000.**

- If there are more than three authors, name only the first and add *et al.*, or give all the names.

Ex. **Randall, John E., Gerald R. Allen, and Roger C. Steene.** Fishes of the Great Barrier Reef and Coral Sea. **Honolulu:** **U of Hawaii Press, 1997.**

- If the persons named on the title page are editors or compilers, add a comma after the final name, then the abbreviation "eds." or "comps."

Ex. **Clute, John, and Peter Nicholls, eds.** The Encyclopedia of Science Fiction. **New York:** **St. Martin's, 1993.**

ENCYCLOPEDIAS and REFERENCE BOOKS

Author of Article (if given). "Article Title." Title of Book. City of Publication: Publisher, Year.

- When citing familiar reference books, especially those that often appear in new editions, full publication information is not necessary.
- Give the edition (if available) and the year of publication.
- If articles are arranged alphabetically, volume and page numbers are not necessary.

Ex. **Lesko, Leonard H. "Pyramids." The World Book Encyclopedia. 2001.**

- When citing less familiar reference books, give full publication information. Give the number of volumes for multi-volume sets.

Ex. **Fagan, Jeffrey. "Gangs and Drugs." Encyclopedia of Drugs, Alcohol and Addictive Behavior. Ed. Rosalyn Carson DeWitt. 2nd ed. 4 vols. New York: Macmillan, 2001.**

MAGAZINE ARTICLES

Author. "Title of Article." Title of Magazine Date: Page(s).

- Abbreviate the months (except May, June, July). Give complete dates for magazines issued every week or every two weeks, written in this order: Day Month Year, e.g., 15 January 2000
- If the article is on consecutive pages, specify the page numbers of the entire article, e.g. 16-20. Give just the last two digits of the second number, when possible, e.g. 188-89, but 196-200
- If the article is not on consecutive pages — if, for example, it begins on page 27, then skips to page 30, and continues on page 32 — write only the first page number, followed by a plus sign: 27+.
- Do not give volume and issue numbers for magazine articles.

Ex. **Dominus, Susan. "Why Pretty Isn't Pretty Enough Anymore." Glamour Jan. 2004: 136+.**

Ex. **Talcott, Richard. "Great Comets." Astronomy May 2004: 36-41.**

No Author Given

- If no author's name is given, begin with the title of the article.

Ex. **"Qantas Looks to Airbus for Long-Range Aircraft." Aviation Week and Space Technology 5 Apr. 2004: 22.**

SCHOLARLY JOURNAL ARTICLES

Journal with Continuous Pagination Through the Volume

Author. "Title of Article." Title of Journal Volume number (Year): Page(s).

Ex. **Davis, William D., Thomas Cleary, Michelle Donnelly, and Samuel Hellerman.** "Using Sensor Signals to Analyze Fires." Fire Technology 39 (2003): 295-308.

Journal with Issues Paged Separately

Author. "Title of Article." Title of Journal Volume number. Issue number (Year): Page(s).

- Give both the volume and issue numbers, separated by a period. e.g. volume 12, no. 8 = 12.8

Ex. **Murphy, Karen L., Roseanne DePasquale, and Erin McNamara.** "Meaningful Connections: Using Technology in Primary Classrooms." Young Children 58.6 (2003): 12-18.

NEWSPAPER ARTICLES

Author. "Title of Article." Name of Newspaper Date, edition: Page(s).

- Take the name of the newspaper from the masthead, but omit any introductory article: Honolulu Advertiser, not The Honolulu Advertiser.
- If the city of publication is not part of the newspaper's name, add it in square brackets: News and Observer [Raleigh, NC]
- Give the complete date, but not the volume and issue numbers.
- Specify the edition of the newspaper, if one is given on the masthead.
- If the article is not on consecutive pages, write the first page number and a plus sign: B1+.

Ex. **Daranciang, Nelson.** "Sex Offender Web Site Debated." Honolulu Star-Bulletin 8 Apr. 2004, night final ed.: A3.

WEB SITES

Entire Internet Site: Scholarly Project or Professional Site

Title of the Site. Editor. Date and/or Version Number. Name of Sponsoring Institution. Date of Access <URL>.

Ex. [Encyclopedia Mythica](http://www.pantheon.org/). 2004. 13 May 2004 <http://www.pantheon.org/>.

Document from a Web Site

Author. "Title of Web Page." **Title of the Site. Editor. Date and/or Version Number.** Name of Sponsoring Institution. Date of Access <URL>.

Ex. **Sherman, Chris.** "Everything You Ever Wanted to Know About URL." [SearchEngineWatch](http://searchenginewatch.com/searchday/article.php/3398511). Ed. **Danny Sullivan.** 24 Aug. 2004. 4 Sept. 2004 <http://searchenginewatch.com/searchday/article.php/3398511>.

ARTICLES IN ONLINE PERIODICALS

Author. "Title of Article." **Title of Publication Date:** Page(s) or Section(s), if numbered. Date of Access <URL>.

Ex. **Gima, Craig.** "Whale's Body Found Near Hanalei Bay." [Honolulu Star-Bulletin.com](http://starbulletin.com/2004/07/06/news/story1.html) 6 July 2004. 4 Sept. 2004 <http://starbulletin.com/2004/07/06/news/story1.html>.

- URLs that won't fit on one line of your Works Cited list should be broken at slashes, when possible.

Ex. **Gundy, Jess.** "The Complexities of Use of Force." [Law and Order](http://www.hendonpub.com/LawMag/catalog.cfm?dest=itempg&itemid=10350&linkon=category&linkid=87&secid=15) Dec 2003. 13 May 2004 <http://www.hendonpub.com/LawMag/catalog.cfm?dest=itempg&itemid=10350&linkon=category&linkid=87&secid=15>.