

Works Cited Guidelines

1. A works cited comes at the end of research.
2. Center the words "Works Cited" at the top of a separate page.
3. Use the same font and one inch margins.
4. Follow the format that corresponds to the type of resource used.
5. Arrange all entries in alphabetical order according to the author's last name.
6. If there is no author, arrange by the title/first word of the resource.
EXCEPTION: Ignore the words "the" "a" "an".
7. Begin all entries at the left margin.
8. If the entry runs more than one line, indent 5 spaces for each line that follows.
9. Single space within the entry.
10. Double space between entries.

Below is a model for a Works Cited:

Works Cited

- Auerbach, Susan, ed. "Segregation." Encyclopedia of Multiculturalism. 1994. Vol. 5, 1496-1501.
- "The Great Depression and the Dusty Thirties." Crinkles. Nov. /Dec. 2000: 46-49.
SIRS Discoverer. March 4, 2003. <<http://discoverer.prod.sirs.com/>>.
- Hall, James. "Expanding Horizons." Footsteps. February 2008:3-6.
- Hine, Darlene Clark. The Path to Equality: From the Scottsboro Case to the Breaking of Baseball's Color Barrier. New York: Chelsea House Publishers, 1995.
- Horne, Gerald. Powell v. Alabama. New York: Grolier, 1995.
- "The Rise and Fall of Jim Crow." PBS. 2008. Dec. 12, 2008. Online.
Available <<http://www.pbs.org/>>.
- Roger, Amanda. "Jim Crow Laws: How the United States Segregated African Americans." Night Riders Newspaper. Oct. 24, 2002: n.p. SIRS Discoverer. Feb. 26, 2008. <<http://discoverer.prod.sirs.com/>>.
- "Separate is Never Equal." Read. Feb. 7, 1997: 4-7. SIRS Discoverer. March 4, 1998.
<<http://discoverer.prod.sirs.com/>>.

CITATION FORMATS

1. Book with one author.

Format: Last name of author, first name. Title. Place of publication: Publisher, copyright date.

Example: Paulsen, Gary. Hatchet. New York: Bradbury Press, 1987.

2. Book with two authors.

Format: Last name of author, first name and second author. Title.

Place of publication: Publisher, copyright date.

Example: Collier, Christopher and James Lincoln Collier. With Every Drop of Blood. New York: Bantam Doubleday Dell Publishing, 1994.

3. Book with more than two authors.

Format: Last name of author, first name, et al. Title. Place of publication: Publisher, copyright date.

Example: Pendergast, Tom, et al. Constitutional Amendments. New York: Gale, 2001.

4. Book without an author.

Format: Title. Place of publication: Publisher, copyright date.

Example: Science and Technology Desk Reference. New York: Gale, 1996.

5. Book with an editor.

Format: Last name of editor, first name., ed. Title. Place of publication: Publisher, copyright date.

Example: Knappman, Edward W., ed. Great American Trials. Washington, D.C.: Gale Research Inc., 1993.

6. Encyclopedia article with an author.

Format: Last name of author, first name. "Title of article." Title of encyclopedia.

Copyright date. Vol., pages.

Example: Caldwell, Jim. "Marsh." Encyclopedia Americana. 1995. Vol. 18,362-363.

7. Encyclopedia article without an author.

Format: "Title of article." Title of encyclopedia. Copyright date. Vol., pages.

Example: "Mold." The New Book of Popular Science. 1994. Vol. 5, 447-448.

8. Magazine article with an author.

Format: Last name of author, first name. "Title of article." Title of magazine.
Date of magazine: pages.

Example: Reese, Jim. "A Rush for Gun Control." Newsweek. March 5, 1982: 22-23.

9. Magazine article without an author.

Format: "Title of article." Title of Magazine. Date of magazine: pages.

Example: "Make Photography a Snap." Seventeen. December, 1990: 8.

10. Newspaper article with an author.

Format: Last name of author, first name. "Title of article." Title of newspaper.
Date of newspaper: pages.

Example: Elliott, Ann. "State Blocks Plainville Mall." The Herald. April 21, 1995: 12.

11. Newspaper article without an author.

Format: "Title of article." Title of newspaper. Date of newspaper: pages.

Example: "Student CMT Scores in Plainville Soar." The Hartford Courant. May 23, 1997:4.

12. Reprints of magazine/newspaper articles. (Use format for magazines/newspapers)

13. CD- Rom article with an author.

Format: Last name of author, first name. "Title of article." CD-Rom title. CD-ROM.
Edition or copyright date.

Example: Hoffman, Gary. "George Bush." Time Almanac 1993. CD-ROM. 1993.

14. CD- Rom article without an author.

Format: "Title of article." CD-Rom title. CD-ROM. Edition or copyright date.

Example: "Negro Leagues." Our Times. CD-ROM. 1995.

15. iCONN/SIRS/EBSCO/COBBLESTONE with an author.

Format: Last name of author, first name. "Title of article." Title of original source.
Date of original source: pages. Product Name. Date of access.
<http://address/>.

Example: Davidson, Justin. "He's Still Wonderful." Newsday. Dec.1, 1998: 26.
SIRS Discoverer. July 7, 2003. <http://sirs.com/>.

16. iCONN/SIRS/EBSCO/COBBLESTONE without an author.

Format: "Title of article." Title of original source. Date of original source: pages.
Product Name. Date of access. <<http://address/>>.

Example: "Clara Barton". Discovering Biography. October, 2001: n.p. Discovering Collection. January 10, 2004. <<http://galenet.galegroup.com/>>.

17. World Wide Web site.

Format: Last name of author, first name. "Title of entry." Title of web site. Latest update. (if given). Date of access. On-line. Available <<http://address/>>.

Example: Friel, Linda. "Bella Abzug." The National Women's Hall of Fame. 1998. Dec. 4, 1998. On-line. Available <<http://www.greatwonicti.org/>>.

18. Images On-line.

Format: "Title of Image." (Image). Source/Credit. Date of creation. Date of Access. On-line. Available <<http://address/>>.

Example: "Summer Olympics 1936 Owens." (Image). Associated Press. Aug.4, 1936. Jan. 4, 2005. On-line. Available <<http://accuweather.ap.org/>>.

19. Vertical file.

Format: V.F. Title. Adams Middle School.

Example: V.F. Scopes Trial. Adams Middle School.

20. E-Mail.

Format: Last name of author, first name. <Author's E-mail address> "Subject line"
Date. Personal E-mail. Date of access.

Example: Schrock, Kathy. <Kschrock@capecod.net> "School Holidays." Dec. 24, 1997. Personal E-mail. Dec.28, 1998.

21. Video or DVD.

Format: Title. Videocassette. Publisher, Copyright date.

Example: The Miracle Worker. Videocassette. Playfilm Productions, Inc., 1962.

22. Personal Interview.

Format: Interviewed person's name. Kind of interview. Date of interview.

Example: Clinton, Bill. Personal interview. Sept. 15, 1997.

23. Pamphlet.

Format: Last name of author, first name. Title. Copyright date.

Example: Wahle, Lisa. Plants and Animals of Long Island Sound. 1991.

24. Government Publication.

Format: Government name. Issuing agency name. Publication title. City of
Publication: Publisher, year of publication.

Example: United States. Census Bureau. Statistical Abstract of the United States: 2007.
Springfield, VA: National Technical Information Service, 2006.

25. Radio or Television Program.

Format: "Episode or segment title." Program title. Name of the Network. Call letters,
city of local station. Broadcast date.

Example: "One Laptop per Child." 60 Minutes. CBS. December 2, 2007.