

MLA Cheat Sheet

MLA stands for _____

Reasons to use MLA:

1. Give _____ to the original author or creator
2. Prevents _____, a serious offense that can lead to expulsion
3. Allows _____ who are curious to find the original source and learn more
4. MLA establishes _____ for everyone to follow and understand

Formatting: MLA affects the way students format their papers in the following ways.

1. When following MLA format, students must write in:
 - a. _____ pt font
 - b. _____ or Arial
 - c. _____

2. Titles (DON'T FORGET TO _____)

Book & movie titles look like this →

Handwritten: The Outsiders → underline!

Typed: *The Outsiders* → italicize! (ctrl + i)

Article & Short Story titles look like this →

Handwritten/Typed: "\$211 Billion and So Much to Buy"

3. Headings should be _____ - aligned and should include your first and last name, the teacher's name, the class, and the date. You also need your _____ name and page _____ in the upper righthand corner (we'll go over how to do this when you write your essay).

Ex:

Molly Tansey	Tansey 1
Ms. Tansey	
ELA, p. 1	
12 November 2019	
	Title

In-text Citations (also called _____ citations):

YES

Does your source have an author?

NO

If you **included the author** in your lead-in, you only need to include the page number in your citation: " (32).
If you **did NOT include the author** in your lead-in, you need the author AND page number: " (Walworth 32).

All you need to do is put the **title** of the source and the **page number** in the citation: " ("211 Billion and So Much to Buy" 88).
HOWEVER, since the article title will be in your lead-in, you will only need the page number: " (88).