

Darien High School
Approved Works Cited Format Layout

Fall 2009

Follow the instructions below for the proper MLA layout of a Works Cited page.
See the other side of this handout for a Sample Works Cited page.

Name Heading

- If you are submitting your Works Cited as part of your paper, your last name and the page number should be in the top right hand corner of the page.
- If you are submitting your Works Cited by itself you also need to include your full name, teacher, class, date, and page number.

Title Heading

- Your title should be centered on the page and in regular font. Do not underline the title.

Margins

- All margins should be 1".

List of Sources

- Alphabetical order. Ignore *A*, *An*, or *The*.
- If there are two or more entries by the same author, place in alphabetical order by the title of the article or book using the following format:

Morrison, Toni. *The Bluest Eye*. New York: Knopf, 1994. Print.

---. *A Mercy*. New York: Knopf, 2008. Print.

Indentation

- Entries that exceed more than one line should have the extra line(s) indented ½".

Double Space

- All entries should be double-spaced.

Natural Line Breaks

- If you must break a URL between two lines, break only after the double slashes or a single slash.

Sources

Always make sure you have:

- the required number of sources
- used a variety of sources
- used reliable sources