

## Parenthetical Citation Tips

(According to the 6<sup>th</sup> edition of the MLA Handbook for Writers of Research Papers)

### Titles

- ❖ In a title or a subtitle, capitalize the first word, the last word, and all principal words.
- ❖ Underline titles of material published independently (i.e. **book, newspaper, film, magazine, anthology, encyclopedia, ...**).
- ❖ Place quotation marks around titles published within larger works (i.e. **periodical articles, reference articles, short stories, chapter of a book, poems...**).
- ❖ A title included in a title must also be treated according to the rules above (i.e. **an article about a novel is treated as follows: “Alabama References in All Over But the Shoutin’”; an article about a poem or short story: “Chilling Tales: ‘The Raven’ and ‘The Gold Bug’”; or a book of poems and/or short stories: “The Raven”, “The Gold Bug”, and Others Works of Edgar Allan Poe).**
- ❖ The shortened title of a work alphabetized by title may be used in the parenthetical reference when the title does not appear in the text. The abbreviation must begin with the first capitalized word of the title (i.e. **book: Lives for Lives of Heroes of the American Revolution, poem: “Abort” for “Abort, Retry or Ignore?”**).

**Exceptions:** In the *research paper*, do not underline the title of sacred writings (all books and versions of the Bible); of laws, acts and political documents; of a series; of societies; of buildings and monuments; and of conferences, seminars, workshops, and courses. However, in the *works cited* and *parenthetical citation*, UNDERLINE the title of the edition of the Bible. (i.e. The Catholic Youth Bible, The New American Bible, St. Joseph Edition of the New American Bible, etc.)

### Underlining

- ❖ Underlining words is preferred to placing them in italics. Many times italicized words are not distinct enough when printed.

### Quotations

- ❖ A colon usually precedes quotations if the quote is formally introduced.
- ❖ A comma or no mark of punctuation precedes quoted material that is part of the sentence structure.
- ❖ Place the parenthetical reference between the closing quotation mark and the period [i.e. **According to Mrs. Smith, “citing sources can be confusing” (13).**]
- ❖ When a quotation ends with a question mark or an exclamation point and requires a parenthetical reference, the original punctuation is kept within the quotation and followed by the parenthetical reference and a period. [i.e. **Mrs. Smith says, “Citing sources is fun!” (14).**]
- ❖ Quoted material is set off from the text if it requires four or more lines in your paper. To set off quotations, start a new line, indent one inch from the left margin, and double space. **Do not use quotation marks to enclose this text.**