Why do we use expert sources?

- Provide support for claims or add credibility to your writing
- Give examples of several points of view on a subject
- Call attention to a position that you wish to agree or disagree with
- Highlight a particularly striking phrase, sentence, or passage by quoting the original
- Distance yourself from the original by quoting it in order to cue readers that the words are not your own

Why Use MLA Format?

- Allows readers to cross-reference your sources easily
- Provides consistent format within a discipline
- Gives you credibility as a writer
- Protects you from committing plagiarism

Avoiding Plagiarism

Proper citation of your sources in MLA style can help you avoid plagiarism, which is a serious offense. It may result in anything from failure of the assignment to expulsion from school.

Avoiding Plagiarism involves learning acceptable ways to:

1. quote,
2. paraphrase,
3. summarize, and
4. cite sources.

This PowerPoint incorporates slides from Purdue Online Writing Lab’s “Cross-referencing: Using MLA Format,” Claudia Cárdenas’ “Quoting, Paraphrasing, and Summarizing,” and a site by William Wade of West Kentucky Community and Technical College.

When Should You Use Parenthetical Citations?

- When summarizing facts and ideas from a source
  - Summarizing means to take ideas from a large passage of another source and condense them, using your own words
- When paraphrasing a source
  - Paraphrasing means to use the ideas from another source but change the phrasing into your own words

When Should You Use Quotation Marks and Parenthetical Citations?

- When quoting any words that are not your own
  - Quoting means to repeat another source word for word, using quotation marks

Using MLA Format
Have no idea where to include quotations in your essays?

Try following this formula in a body paragraph:

1. **Primary Support Point** to support the thesis in the topic sentence of this paragraph. (2.) **Detail** in the second sentence to bring the primary point to life. (3.) **Quotation** in the third sentence to prove the point. (4.) **Explanation** in the fourth sentence to make the significance of the quote and the point clear.

### The Citations

A parenthetical citation in the text of the research paper points to the works cited page, where the reader is given the complete source data. The purpose of both the parenthetical citation and the list of works cited is to provide the reader with the source of the information so that the reader might verify the material or gather more information on the topic.

From a site by William Wade, West Kentucky Community and Technical College

### Handling Quotes in Your Text

- Author's last name and page number(s) of quote must appear in the text

  Romantic poetry is characterized by the “spontaneous overflow of powerful feelings” (Wordsworth 263).

  Wordsworth stated that Romantic poetry was marked by a “spontaneous overflow of powerful feelings” (263).

Purdue University Writing Lab

### MLA Style in Text of Paper

Romantic poetry is characterized by the “spontaneous overflow of powerful feelings” (Wordsworth 263).

**Notice that:**

- only the author's last name and page (or paragraph, line, or screen) number are given.
- There is no comma between the name and the page number, and
- The period goes at the end of the whole sentence. (The citation is part of the sentence!)

From a site by William Wade, West Kentucky Community and Technical College

### Citation Tips

- When introducing a quote or expert source, explain who the person is and why the reader should pay attention to that person as an authority.

  **Example:** Michael Witmore, Ph.D., director of the Folger Shakespeare Library in Washington, D.C., writes, “One of the things that Shakespeare does best is to make life more vivid.”

  Then a parenthetical citation may not even be necessary unless Witmore wrote more than one work in your works cited list.
A sentence that contains quoted matter has two main parts.

1. The direct quotation is a record of the exact words spoken.
2. The source phrase names the speaker and gives clues to how the direct quotation is spoken.

There are five basic steps in punctuating direct quotations:

<table>
<thead>
<tr>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
<th>Step 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add quotation marks.</td>
<td>Separate the source phrase from the quote.</td>
<td>Capitalize the first word of the direct quotation.</td>
<td>Add end marks.</td>
<td>Add needed capitalization and punctuation.</td>
</tr>
</tbody>
</table>

How do you punctuate a conversation if the “who said” part (source phrase) comes first?

the mayor insisted taxes will be cut

Step 1: Add quotation marks (“ ”) at the beginning and end of the direct quote.

the mayor insisted “taxes will be cut”

Step 2: Separate the source phrase from the direct quotation with a comma (,).

the mayor insisted “taxes will be cut”
the mayor insisted, “taxes will be cut”

Step 3: Capitalize the first word of the direct quotation if it is a complete sentence but not if it is grammatically necessary to your sentence (that is, if your sentence is incomplete without it).

the mayor insisted, “Taxes will be cut”

2. Louise Mallard was “free, free, free!”

the mayor insisted, “Taxes will be cut”

Step 4: Place punctuation at the end of the sentence.

If the punctuation is a period (.), place it before the ending quotation mark. If it is a question mark (?) or an exclamation point (!), place it before the ending quotation mark if it is part of the quoted matter or after if it isn’t.

1. the mayor insisted, “Taxes will be cut.”

3. did the mayor really say, “Taxes will be cut”?

The mayor insisted, “Taxes will be cut.”

Step 5: Remember all other capitalization and punctuation rules.

The sentence is now correctly punctuated!

The mayor insisted, “Taxes will be cut.”

What if the direct quotation is at the beginning of the sentence?

we hold these truths to be self-evident

jefferson wrote

Step 1: “we hold these truths to be self-evident” jefferson wrote

Step 2: “we hold these truths to be self-evident,” jefferson wrote

Step 3: “We hold these truths to be self-evident,” jefferson wrote.

Step 4: “We hold these truths to be self-evident,” jefferson wrote.

Step 5: “We hold these truths to be self-evident,” jefferson wrote.

What if the quotation is at the beginning of the sentence and ends in something other than a period?

wherefore art thou romeo juliet asked

Step 1: “wherefore art thou romeo” juliet asked

Step 2: “wherefore art thou romeo?” juliet asked

(The source phrase should be separated by a comma except when a question mark or exclamation point is needed.)

Step 3: “Wherefore art thou romeo?” juliet asked.

Step 4: “Wherefore art thou, romeo?” juliet asked.

Step 5: “Wherefore art thou, Romeo?” juliet asked.
How would you punctuate a direct quote when the source phrase divides it in two?

**mr. gorbachev president reagan boomed tear down this wall**

Step 1: “mr. gorbachev” president reagan boomed “tear down this wall”
(Remember, the quote is divided in two. Place quotation marks around both parts of the quote.)

Step 2: “mr. gorbachev,” president reagan boomed, “tear down this wall”
(When the source phrase divides the quotation, it is set off by two commas, one inside the end quote before the source phrase and one right after the source phrase.)

Step 3: “Mr. Gorbachev,” President Reagan boomed, “tear down this wall!”
(Capitalize the first word of the direct quotation. Usually, the first word of the second part of the direct quotation is not capitalized because it is not the first word of a sentence. Exceptions are the word “I” and proper nouns.)

Step 4: “Mr. Gorbachev,” President Reagan boomed, “tear down this wall!”

Step 5: “Mr. Gorbachev, President Reagan boomed, “tear down this wall!”

What if the direct quotation needs a citation?

“We hold these truths to be self-evident,” Jefferson wrote.

In the text of the essay:

“We hold these truths to be self-evident” (par. 3), Jefferson wrote.
OR
“We hold these truths to be self-evident” (Jefferson, par. 3), so Americans believe the rights established are undeniable.

On the Works Cited page:


www.archives.gov/exhibits/charters/declaration_transcript.html.

What if the direct quotation needs a citation?

“Mr. Gorbachev,” President Reagan boomed, “tear down this wall?”

In the text of the essay:

“Mr. Gorbachev,” President Reagan boomed, “tear down this wall!” (“Excerpts,” par. 11).

On the Works Cited page:


What if the direct quotation needs a citation?

“Wherefore art thou, Romeo?!” Juliet asks.

In the text of the essay:

“Wherefore art thou, Romeo?!” (Shakespeare 2.2.35).
OR
“Wherefore art thou, Romeo?!” Shakespeare writes, indicating Juliet’s deepening desire for the young Montague (2.2.35).

On the Works Cited page:


Punctuating Quotes with Citations

When a comma or other punctuation is needed with a parenthetical citation, treat its placement just as you would that of a period with a citation.

- Although “a human being in perfection ought always to preserve a calm and peaceful mind” (Shelley 49), some of the world’s greatest geniuses admit they work best under stress.
Five easy steps for correct punctuation!

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Correctly punctuating direct quotations is easy.

Just count to five!

Brackets

Sometimes you may want to insert something into a quotation for clarification. Place any additional information within square brackets [ ].

- By writing that “he [Homer Barron] liked men” (132), Faulkner drops a hint about the character’s possible sexual orientation but leaves room for debate.
- OR By writing that “[Homer Barron] liked men” (132), Faulkner drops a hint about the character’s possible sexual orientation but leaves room for debate.

Single Quotation Marks

Use single quotation marks to enclose a quotation within a quotation.

In paragraphs:

As Louise’s feelings rise to the surface, “She [says] it over and over under her breath: ‘free, free, free!’” (Chopin 41).

On works cited page:

Deneau, Daniel P. “Chopin’s ‘The Story of an Hour.’” The Explicator...

Block Quotations

When a quote is four lines or longer, it should be offset (one inch on left) in a block. No quotation marks are used, and the period comes before the parenthetical citation.

At the conclusion of Lord of the Flies, Ralph and the other boys realize the horror of their actions:

The tears began to flow and sobs shook him. He gave himself up to them now for the first time on the island; great, shuddering spasms of grief that seemed to wrench his whole body. (186)

With this realization, their childlike innocence is lost.

Ellipses

- The ellipses, three dots ( . . . ), indicate that part of a quotation has been left out. Ellipses are useful when you want to include only the most relevant words of a quotation; however, any omission must not distort the quotation’s original meaning.
- For omissions in the middle of a sentence, use an ellipsis.

Twain writes, “Sir Walter [Scott] had so large a hand in making Southern character... that he is in great measure responsible for the war” (87).
**Ellipses, continued**

For omissions at the end of a sentence, use an ellipses followed by a period.

- My friend Linda says, “When in Rome...”

If a parenthetical citation follows an omission at the end of a sentence, place the period after the final parenthesis.

- Of the many fruits available, Abraham Lincoln thought “apples to be the most nutritious...” (47).

- When omitting a long passage, use a single line of spaced dots as long as the preceding line.

There were many people vying for the president’s attention, but he seemed immune to their pleas. It was as if he were standing alone in a huge room, without the distractions of voices.

- By the time he finally noticed her, she had forgotten what her question was. She stared at him blankly. (344-5)

- Omissions immediately following an introductory statement do not need an ellipses.

In Harris’ book, one-to-one conferences are “one of the most important aspects of teaching” (2).

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**Grammar Exercise #3 (50 pts.):** Add necessary punctuation to each sentence. **DO NOT CHANGE ANY WORD.**

The original reads: And yet she had loved him—sometimes.

1. And yet she had loved him—sometimes, Kate Chopin writes (41)
2. Kate Chopin writes And yet she had loved him—sometimes (Chopin 41)
3. And yet Kate Chopin writes she had loved him—sometimes (41)
4. Louise Mallard admits that she had loved him—sometimes (Chopin 41)
5. Louise Mallard confesses And yet she had loved her husband—sometimes (Chopin 41)

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**Quotations Exercise (50 points):** Copy and punctuate these sentences.

1. Novelist Mary Shelley writes “I had a dearer pleasure than this, which was the formation of castles in the air” (12)
2. When Mary Shelley writes “I had a dearer pleasure than this, which was the formation of castles in the air” (12) she means daydreaming
3. “I had a dearer pleasure than this, which was the formation of castles in the air” writes Mary Shelley (12)
4. Daydreaming has been referred to as “the formation of castles in the air” (Shelley 12)