

MLA 8 Works Cited Formatting Checklist

Make sure to check each formatting item **BEFORE** handing in your Works Cited.

See Mr. Regan if you have questions.

Basic Formatting:

- Times New Roman 12pt (all text)
- Double Spaced
- Hanging Indent
- Works Cited is **centered**. Citations are **left-justified**.
- No extra space** between citations or between Works Cited and citations.
- Correct** capitalization in all titles and names.

Content:

- Citations are in **alphabetical order**, by first significant letter. Ignore "A" and "The".
- Every citation has **Title of Container** in italics. Most database articles have 2: **orig. source & database name**.
- Every citation ends with a **period**.
- Accessed on Dates** are removed.
- Simplify Publishing Company Names. Ex: Lucent ~~Books~~, Penguin ~~Group, Inc.~~, Chelsea House ~~Publishers~~, The Rosen ~~Publishing Group~~, Oxford ~~University Press~~ (abbreviate to UP).

URLs:

- No underlined links** (right-click & remove link).
- Remove **http://www** from URLs.
- Reasonable** URLs (less than one line of text) **stay intact**.
 - Ex. ancienthistory.abc-clio.com/Topics/Display/1185563?cid=41&sid=1185563 is OK.
- Long** URLs are **shortened** (mostly Gale).
 - go.galegroup.com/ps/i.do?p=GURL&sw=w&u=nysl_ro_suth&v=2.1&it=r&id=GALE%7CCX2897200194&asid=78dd0fc69270d7ea4d89d0e97fcb4419.
 - **SHOULD BE SHORTENED TO:** go.galegroup.com.

COMPARE TO THIS EXAMPLE:

Works Cited

"Baltic Countries." *The Middle Ages: An Encyclopedia for Students*, edited by William Chester Jordan, vol. 1, Charles Scribner's Sons, 1996, pp. 63-65. *Gale eBooks*, link.gale.com.

Estonia, Latvia, Lithuania, and Poland, edited by Amy McKenna, Britannica, 2014.

Fritze, Ronald. "Teutonic Knights." *World History: Ancient and Medieval Eras*, ABC-CLIO, 2019, ancienthistory.abc-clio.com/Search/Display/589587.

Kļaviņš, Kaspars. "The Ideology of Christianity and Pagan Practice among the Teutonic Knights: The Case of the Baltic Region." *Journal of Baltic Studies*, vol. 37, no. 3, 2006, pp. 260–276. *JSTOR*, jstor.org/stable/43212723.

Prażmowska, Anita J. *A History of Poland*, Palgrave Macmillan, 2004.

"Teutonic Knights Advance into Prussia, 1231." *Historic World Events*, Gale, 2012. *Gale In Context: High School*, link.gale.com.