INFOhio Databases

General Citation Publication Medium
Author Last Name, First Name. “Article Title.” Database Title. Year. Database Name. Web. Day Month Year accessed. <URL optional>.

The ART Collection
Artist Last Name, First Name. Title of Artwork. Collection or Institution. Date. The ART Collection. Web. Day Month Year accessed. <URL optional>.

Biography Reference Bank (H.W. Wilson)
“Biographee Last Name, First Name.” Database Title (i.e., Current Biography). Year. Biography Reference Bank. Web. Day Month Year accessed. <URL optional>.

EBSCOhost
Author Last Name, First Name. “Article Title.” Name of Magazine Day Month Year: Page-Page. Name of EBSCOhost Database. EBSCO. Web. Day Month Year accessed. <URL optional>.

NewsBank

Oxford Reference Online

Science Online

World Book Encyclopedia

World Book Citation Builder
This is a great tool if you are doing fairly simple citations.
- From the INFOhio World Book portal, click on World Book Advanced.
- In the box marked Create and Share on the left side of the screen, click on Citation Builder.
- Select the appropriate citation type (i.e., book, podcast) and enter the appropriate information.
- Fill in available information requested.
- Not all fields may need to be completed (i.e., Edition, Country).
- Click Create Citation…your citation will appear at the bottom of the page.
- Copy and paste into a Word document, correcting spacing and indentation, if needed.

Revised March 2010
http://www.infohio.org/Documents/ER/ERResources2009/INFOhioCitationBrochure201001.doc

INFOhio
THE INFORMATION NETWORK FOR OHIO SCHOOLS

CITATION GUIDE

The purpose of a bibliography (works cited page) is to give credit to the author/creator and to help the reader find the material referenced in a report. The following guidelines and examples have been taken from the MLA Handbook for Writers of Research Papers, 7th Edition.

- Center the title, Works Cited, one inch from the top.
- Begin the Works Cited list on a new page at the end of the paper. Number the page as a continuation of the text. Double space each line of the Works Cited.
- Alphabetize by author’s last name or by title if no author is given. Ignore “a,” “an” or “the” as the first word.
- Use a five-space indentation for all lines after the first line of an entry.
- Use state abbreviations, i.e., OH instead of Ohio.
- Italicize both titles and names of online products.
- Include the URL if the citation information does not easily lead to the source.
- Include publication medium, i.e., print, Web, MP3, etc.

If a source has no publication information:
- n.p. = no place of publication or publisher given
- n.d. = no date of publication given
- n. pag. = no pagination given

Examples:

General Citation Publication Medium

Author (Last Name, First Name) and Additional Author (First Name Last Name). Title. Place of Publication: Name of Publisher, Date. Publication Medium.

Example:

Created by Joanna McNally, Librarian
Charles F. Brush H.S.
South Euclid – Lyndhurst City Schools

Edited by Sheila Benedum, Library Coordinator
Bay Village City Schools
Print

No Author
Title. Place of Publication: Publisher, Year. Print.

Book with One Author
Author Last Name, First Name Middle Initial (if given). Title. Place of Publication: Publisher, Year. Print.

Book with Two or Three Authors
Author1 Last Name, First Name, Author2 First Name Last Name, and Author3 First Name Last Name. Title. Place of Publication: Publisher, Year. Print.

Book with More than Three Authors
Give the first author’s name only followed by et al.
Author1 Last Name, First Name, et al. Title. Place of Publication: Publisher, Year. Print.

eBook (from research database or open web)
Author Last Name, First Name. Title. Place of Publication: Publisher, Year. Database or Webpage Title. Web. Day Month Year accessed. <URL optional>.

Book with One Editor
Editor Last Name, First Name, ed. Title. Place of Publication: Publisher, Year. Print.
(Note: “ed.” becomes “eds.” if there is more than one editor)

Book with Two or More Editors
Editor1 Last Name, First Name, and Editor2 First Name Last Name, eds. Title. Place of Publication: Publisher, Year. Print.

Essay or Article in an Anthology
An anthology is a book or collection of selected writings by various authors
Ed. = edited by or Comp. = compiled by
Author Last Name, First Name. “Article Title.” Title. Ed. First Name Last Name. Place of Publication: Publisher, Year. Page-Page. Print.

Encyclopedia
Author Last Name, First Name. “Article Title.” Encyclopedia Title. Place of Publication: Publisher, Year. Print.

Journals, Magazines & Newspapers

General Citation Publication Medium
Author (Last Name, First Name). “Article Title.” Name of Magazine Day Month Year published: Page-Page. Print.


Example:

Academic Journal (from a print source)
Author Last Name, First Name. “Article Title.” Name of Journal Volume #. Issue #. (or date): Page-Page. Print.

Academic Journal (from a research database)

Magazine Article (from a print source)
Author Last Name, First Name. “Article Title.” Name of Magazine Day Month Year: Page-Page. Print.

Magazine Article (from a research database)
Author Last Name, First Name. “Article Title.” Name of Magazine Day Month Year: Page-Page. Name of Database. Web. Day Month Year accessed. <URL optional>.

Newspaper Article (from a print source)
Author Last Name, First Name. “Article Title.” Name of Newspaper Day Month Year: Section or Page #. Print.

Newspaper Article (from a research database)

Non-Print
Blog
Author Last Name, First Name. “Blog Title.” Name of Weblog. Site Sponsor (i.e., Blogspot). Day Month Year posted. Publication Medium. Day Month Year accessed. <URL optional>.

Image, Illustration or Photo
Artist Last Name, First Name. Title of Artwork. Date. Collection or Institution. Name of Database or Web Page. Publication Medium (Web, Painting, Photo, etc.). Day Month Year accessed. <URL optional>.

Podcast
Author Last Name, First Name. “Podcast Title” Host Name. Publisher. Institution. Name of Podcast Service or Web Page. Day Month Year posted. Publication Medium (MP3, Web, etc.). Day Month Year accessed. <URL optional>.

Song or Sound Recording
Creator's Last Name, First Name. “Song Title.” Album/CD Title. Publisher, Year. Publication Medium. Day Month Year accessed (if online).

Video or Movie (DVD or VHS)
Title. Dir. First Name Last Name. Film's Year of Release. Distributor, Year. Publication Medium.

Video or Movie (Online)
Creator's Last Name, First Name. Title. Name of Web Site. Publisher or Sponsor, Film's Date of Creation. Name of Web Page. Web. Day Month Year accessed. <URL optional>.

Web Site
Author Last Name, First Name. “Title of Page.” Name of Web Site. Publisher or Sponsor, Date of Publication. Web. Day Month Year accessed. <URL optional>.