

Milwaukee Jewish Day School
Citation Style Sheet:
HOW TO CREATE A BIBLIOGRAPHY

Adapted from MLA Handbook for Writers of Research Papers
 Compiled by MJDS Library staff, 2007

Book Citations

Format:

Author's last name, first name. Book title. City, state or country of publication: Publishing company, publication date.

Example: A Book by one author

Higham, Cindy. Snowflakes for All Seasons. Salt Lake City, Utah: Gibbs Smith, 2004.

Example: A Book by two authors

Rhatigan, Joe and Newcomb, Rain. Prize Winning Science Fair Projects for Curious Kids. New York: Lark Books, 2004.

Example: A book with an Editor

Biale, David, ed. Cultures of the Jews: a New History. New York: Schocken, 2002.

Example: A book with no author

Killer Whale. New York: William Morrow & Co., 1994.

Encyclopedia and other Reference Book Citations

Format:

Author last name, first name. "Article Title." Title of Encyclopedia. Edition. Year. *Note: if no author, start with title*

Example:

Boyne, Walter. "Airplane", World Book Encyclopedia, 2000 ed., vol.1 pp. 208-239.

Magazine Citations

Format:

Author's last name, first name. "Article Title." Name of Magazine.
Volume Number, Date: page numbers.

Example:

Keith, Ted. "From Cursed to First." Sports Illustrated Kids.
January 2005: 31-33.

Newspaper Citations

Format:

Author's last name, first name. "Article Title." Name of newspaper,
City, state of publication. Date: edition. Section: page number(s).

Example:

Elder, Jeff. "Why won't that dog stop barking?" Milwaukee Journal
Sentinel, Milwaukee, WI. 3 Dec. 2006: Metro Ed., Lifestyle: 2.

CITATIONS FOR NON-PRINT MEDIA

Television or Radio

Format:

“Title of Episode or Segment.” Credit for performer or author. Title of Program. Name of Network. Call letters and city of the local station. Broadcast date.

Example:

“Can Republicans, Democrats Work Together?” Host Wolf Blitzer. The Situation Room. CNN Headline News. 10 Nov. 2006.

Switch the title and the credit when an individual’s contribution needs to be highlighted:

Magliozzi, Tom, and Magliozzi, Ray. “Knowing When To Say Goodbye.” Car Talk. National Public Radio. WUWM, Milwaukee. 20 Jan. 2007.

Films, Videos, DVD:

Format:

Title. Director, Producer, and/or Writers. Medium. Distributor, Year.

Example:

Ace Ventura Pet Detective. Dir. Tom Shadyac. Perf. Jim Carrey, Sean Young, Courtney Cox, Tone Loc, Dan Marino. 1994. Videocassette. Warner Home Video, 1994

Switch the title and the credit when an individual’s contribution needs to be highlighted:

Eastwood, Clint, dir. Flags of Our Fathers. Prod. Clint Eastwood, Steven Spielberg and Robert Lorentz. Based on the Novel by James Bradley and Ron Powers. DVD. Dreamworks Pictures and Warner Brothers, 2006

CDs

Format:

Composer, conductor or performer, Title, Manufacturer, year.

McCartney, Paul. Back in the US: Live 2002. Capitol, 2002.

CITATIONS FOR ONLINE SOURCES

General Format for a Web Site

Creator's name. Web Page Title. Institution, organization or publication information. Date of access <URL address>

Example:

Schrock, Kathy. Kathy Schrock's Guide for Educators. Discovery School. 19 Nov. 2006.
<http://School.discovery.com/Schrock_guide/>

Harry Potter. Warner Bros. Ent. 20 Jan 2007. <<http://harrypotter.warnerbros.com/>>

Online Encyclopedia

Format:

"Title of Article." Encyclopedia name. Date of Publication. Date of Access. <URL address>

Example:

"Israel." Wikipedia. 2007. 26 Feb 2007. <http://en.wikipedia.org/wiki/Israel>

Online Magazine Article

Format:

Author's last name, first name. "Title of Article." Name of Magazine. Volume # or issue. Date of Publication. Date of Access <URL address>

Example:

Will, George F. "Free Speech Under Siege." Newsweek. vol. 146. 5 Dec. 2005. 19 Nov. 2006.
< <http://www.proquest.umi.com> >

Online Newspaper Article

Format:

Author's last name, first name, "Title of Article." Name of Newspaper. Volume # or issue. Date of Publication. Name of database. Service. Date of Access <URL address>

Example:

McGinn, Bob. "Packer Notes: Ailing Favre listed as probable." Milwaukee Journal Sentinel. 18 Nov. 2006. Proquest. 19 Nov.2006. <<http://www.proquest.umi.com>>

E-mail

Format:

Sender's last name, first name "Title." (from Subject line) E-mail to the author.
Date of message.

Example:

Que, Susie "Internet Citations" E-mail to author. 19 Nov. 2006

Online Discussion Lists

Format:

Writer's name. "Title of Message." (from Subject line). Online posting. Date of Message.
Name of Discussion Group. Date of access <URL of Group's Internet Site, or E-mail
Address of List Moderator>

Example:

Block, Nancy. "MobileLabs." Online posting. 24 Oct 2006. Wisconsin Educational Media Association <[Wema @ lists.wi.gov](mailto:Wema@lists.wi.gov)>.

Sound Recordings or Clips from the Internet

Format:

Author's last name, first name if given. "Title of Image, Sound or Movie." Document date. Title of collection. Date of download. <URL>

Examples:

Obama, Barak. "Democratic National Convention Keynote Address." 27 July 2004. 30 Jan 2007.
<<http://www.pbs.org/newshour/vote2004/demconvention/speeches/obama.html>>

Whalesong Project. "Whale Sounds." 20 Jan 2007. <<http://whalesounds.com>>

Images from the Internet

Format:

Artist if known, Title or description. Year if known. Source, City if known. Date of Download.
<URL>

Note: when obtaining an image, video or sound from a search engine, don't cite the search engine as a source. Go back to the original source and cite that web site. For example, if you google horses and choose an image, do not include Google in the citation:

Peavine Creek Farm. American Saddlebred Palomino Mare. 2006. Fort Oglethorpe, GA. 15 Dec 2006. <www.Saddlebred-Horses.com>

Picasso, Pablo. Bull. 1958. Museum of Modern Art, New York. 24 Jan 2007.<http://moma.org/collection/browse_results>

**Format for Television, Radio, Film, Podcasts, Blogs,
from the internet:
Format the same way as non-internet sources, but add
date of access and <URL>**

TV on the internet:

“How safe is food irradiation?” Madelyn Fernstrom. Today Show. NBC.
WTMJ Milwaukee, WI. 30 Jan 2007.
1 Feb 2007 < <http://video.msn.com/id/16868000/>>

Podcast on the internet

“YALSA Podcast #3 Teens Talk Technology” Linda Braun. Cheshire CT Public Library.
27 Nov 2006. 24 January 07. < <http://www.pod-serv.com/podcasts/show/yalsa-podcasts>>

Video on the internet:

Store Wars. Free Range Studios. Internet Video. Organic Trade Association, 2005.
22 Jan 2007. <www.storewars.org/flash/index.html>

Internet Blog

McConaughey, Matthew. “After Katrina: a photo diary.” Mathew McConaughey’s Blog.
2005. 23 Jan 2007. <<http://www.oprah.com>> Addendum for Citations

Addendum for Citations

1. Every teacher has different requirements, even within the same school. It is the student's responsibility to find out what is required in each class.
2. The MJDS style sheet is an adaptation of the MLA Style Sheet. There are several others style sheets widely accepted. When you go to a new school make sure you ask for and follow their style sheet.
3. Not all information is always available for every source. Put in as much as possible.
4. YOUR TEACHER MAY REQUIRE YOU TO PUT PAGE NUMBERS AFTER EVERY CITATION. BE SURE TO ASK IF THAT IS A REQUIREMENT IN YOUR CLASS.
5. Dates in citations are usually in this form: day month year. 11 Sept 2001
6. Sometimes there is confusion about whether to use quotation marks or an underline. *Usually* quotation marks are for a title, and underline is for a source.
7. Some teachers require students to not only cite, but supply copied pages of all sources used.
8. Search engines are not part of the citation. Leave out Google, Yahoo, Ask etc.
9. New kinds of sources are evolving constantly. It is difficult to keep up to date with the citation standards. For new kinds of sources, do your best to follow general formats.
10. In your mixed media presentations (PowerPoint, Front Page etc) you need to use citations if you use information, images, sound clips, video, etc. from other sources. There are limitations as to how much you can use under copyright laws.

