

Works Cited Guidelines

Follow these formatting rules:

1. Begin your Works Cited page on a separate page at the end of your research paper. It should have the same last name and page number header as the rest of your paper.
2. Label the page Works Cited (do not italicize the words Works Cited or put them in quotation marks or underline them) and center the words Works Cited at the top of the page.
3. Double space all citations, but do not skip spaces between entries.
4. Indent the second and subsequent lines of citations by 0.5 inches to create a hanging indent.
5. List entries alphabetically by the author's last name OR title of article OR title of website. Do not alphabetize by articles (the, an, a).
6. Capitalize each word in the titles of articles, books, etc., but do not capitalize articles (the, an), prepositions, or conjunctions unless one is the first word of the title or subtitle: *Gone with the Wind*, *The Art of War*, *There Is Nothing Left to Lose*.

A proper citation typically looks like this:

Author Name. "Title of Article." *Name of Website*. Organization Affiliated, date published. Medium. Date accessed.

Sample Works Cited page:

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Works Cited

Pure Michigan: Michigan's Official Travel and Tourism Site. Michigan Economic Development Corporation, 2012. Web. 31 January 2012.

Kirch, Claire. "Traverse City is for book lovers: Michigan resort town's bookstores triple in number this fall." *Publishers Weekly* 28 Nov. 2011: 9. *General Reference Center GOLD*. Web. 31 Jan. 2012.

Rosentreter, Roger L., Randall Schaetzl. "Michigan." *World Book Advanced*. World Book, Inc., 2012. Web. 31 January 2012.