

Jump In

Middle School
Composition

2nd
Edition

Skill 8.5: Works Cited Page Lesson





Jump In, 2nd Edition, Skill 8.5: How to Build a Works Cited Page

This digital lesson coordinates with “A Report” chapter in *Jump In, 2nd Edition* and comes between Skill 8 and Skill 9. It also can be used after Skills 11 or 15 in that chapter.

Copyright © 2019 by Sharon Watson

WritingWithSharonWatson.com

This lesson is designed for those using *Jump In, 2nd Edition*.

IT IS ILLEGAL TO COPY OR SHARE THIS FILE.

We appreciate your respect of the copyright and of our company.

Table of Contents

Skill 8.5: How to Build a Works Cited Page	1
The Actual Works Cited Page	8
Answer to Now it’s your turn:	10



Skill 8.5: How to Build a Works Cited Page

Special Note: If this is the first time you have written a report, ask your teacher if you are supposed to create a works cited page.

And now, on to the lesson. You've written your report and are ready to make an official list of where you found all of your information. It's time to build your works cited page.

But why? Why build this page?

Here are a few reasons why you'll need a works cited page:

1. The information you put on your works cited page coordinates with the facts you wrote in your report. For instance, if you quoted an expert or used a fact from a book, the name of the expert or the book is going to be on your works cited page. (You'll learn more about quoting or using other people's facts in Skill 11.)



2. When others read the sources of your information on your works cited page, they can verify your facts, read your source material, or maybe do some research of their own.

3. You avoid plagiarism (stealing other people's facts, ideas, and quotations) by giving credit to your sources of information.

Incidentally, "cited" means "mentioned" or "referred to." So, the page you include at the end of your report is a list all of the sources of information—"works"—you mentioned in your report. Works cited = sources of information you mentioned.

In this Skill, you'll learn what to gather when you listlisting a **book**, **magazine** or other **periodical**, **print encyclopedia**, **online encyclopedia**, and **Internet source**. That way, you can see all the facts you'll want to copy down on your own private page of sources *and* on the official works cited page.

This style of citing your sources is according to the Modern Language Association (MLA), 8th edition. There are other methods to cite your sources; they all vary slightly. The important thing is to follow your teacher's instructions.



To review: You may remember from Skill 8 in “A Report” chapter from *Jump In, 2nd Edition* that you are collecting publication information from all of your sources.

First, here is a copy of my note page on emus:

Second, each fact has a letter, and most have page numbers next to them. The letters refer to a specific source where I found my information. (See below for my source information.)

Emu facts

- On Australia’s coat of arms . A, p. 14
- People used to treat them as enemies because there were so many of them. They ate the cattle’s grass and broke down fences. . A, p. 15
- Adults are 5 feet tall. . C, p. 6
- brown and gray feathers . C, p. 6
- lays 10-12 dark green eggs almost 5” long . E
- The male sits on the nest and drives the female away. . E
- doesn’t fly . B, p. 6
- They can run fast and swim. - B, p. 8



Third, before your eyes glaze over, I’d like to show you an example of where I found my A and B facts:

This page with the ostrich on it is an excerpt from my source page that I keep at the back of my notebook. Your source page will be the last one in your notebook, too.

Sources where I got my information

A Kevin Carmichael
Australian and Strange
 Blue Boomerang Publishing
 2016
 pp. 14-15

B Daniel C. Wollongong
 “Incredible Birds”
Young Australia magazine
 21 Nov. 2019
 pp. 6, 8





When you find a new source of information, write down all the facts you need about it on your last notebook page. Then label it with a letter—an A, B, C, D, and so on. Then put that same letter next to any notes you take from that source, as I did on the emu page.

So you can see by looking at the emu page and the source page that the information about the coat of arms and treating emus as enemies came from Kevin Carmichael's *Australian and Strange* book.

(Full disclosure: I am completely making up these sources but not the facts.)

If your source is from the Internet, print the pages you read there and keep them. Many times the information you find today won't be there tomorrow; it is a good thing to have proof of your facts.

On the next pages, you'll find examples of how to cite your sources on your works cited page at the back of your report. I'll have examples from a **book**, a **magazine** or **periodical**, a **print encyclopedia**, an **online encyclopedia**, and an **Internet source**.

Ready? We've put it off long enough. Here goes . . .





Your **book** documentation for MLA style uses the following information and punctuation. The punctuation after each item below is the punctuation you'll use after each item in the entry on your works cited page:

- Name of author (last name, first name).
- Title of book (italicized).
- Publisher,
- Date of publication,
- Page range.



So the book *Australian and Strange* that I quoted in my report will look like this on my works cited page:

Carmichael, Kevin. *Australian and Strange*. Blue Boomerang Publishing, 2016, pp. 14-15.

A few things:

1. If there are two authors, list them like this (without the quotation marks): "Carmichael, Kevin, and Sydney Brigalow." In other words, the first author's name is recorded as last name comma first name comma, and the second author's name is written normally.
2. You'll underline the title of the book if you are writing it out by hand. If you are typing it, you'll italicize it.
3. The abbreviation "pp." stands for "pages." If you used only one page, use the abbreviation "p."

Your **magazine or periodical (newspaper)** documentation for MLA style uses the following information and punctuation. The punctuation after each item below is the punctuation you'll use after each item in the entry on your works cited page:



- Name of author (last name, first name).
- Title of article (in quotation marks).
- Title of magazine or newspaper (italicized),
- Date of publication (abbreviate all months except May, June, and July),
- Page range for article.



So my magazine entry for the “Incredible Birds” article I used some facts from will look like this on my works cited page:

Wollongong, Daniel C. “Incredible Birds.” *Young Australia*, 21 Nov. 2019, pp. 6, 8.

A few things:

1. If the magazine or newspaper article does not include an author, begin your entry with the title of the article, with quotation marks.
2. Underline the title of the magazine or newspaper if you are writing it out by hand. If you are typing it, use italics.
3. If there is no specific day and date like the November one above, use the date given on the magazine, like Summer 2018 or October 2019.
4. If this is a newspaper, include the letter of the newspaper section before the page number, like this: B2.

Your **print encyclopedia** documentation for MLA style uses the following information and punctuation. The punctuation after each item below is the punctuation you’ll use after each item in the entry on your works cited page:

- Name of author, if included in the entry (last name, first name).
- Title of entry (in quotation marks).
- Title of encyclopedia (italicized),
- Edition of encyclopedia if it is not the first edition,
- Publisher of encyclopedia,
- Year of publication,
- Page range for article.



So my listing for the entry on kookaburras in a print encyclopedia will look like this on my works cited page:

“Kookaburra.” *Encyclopedia of the World*, 5th ed., Sydney Publications, 2015, pp. 102-113.

One thing:

1. If the encyclopedia’s entry includes an author, begin your works cited entry with the author’s last name comma first name period.



Your **online encyclopedia** documentation for MLA style uses the following information and punctuation. The punctuation after each item below is the punctuation you'll use after each item in the entry on your works cited page:

- Name of author, if included in the entry (last name, first name).
- Title of entry (in quotation marks).
- Title of encyclopedia (italicized),
- Name of Website or sponsor of the site (if different from the title of the encyclopedia),
- Publication date or the date it was updated,
- URL of Website (without the http:// or the https://).
- Date you accessed the information.

So my listing for the entry on ostriches in an online encyclopedia will look like this on my works cited page:

"Ostriches on the Loose." *Encyclopedia Australia Online*, Scientific Australia, 2019, www.encyclopediaaustraliaonline/ostriches-on-the-loose. Accessed 2 Aug. 2019.

A few things:

1. If the encyclopedia's entry includes an author, begin your works cited entry with the author's last name comma first name period.
2. Your computer will automatically make a hyperlink for you (www.wildaustralianoutback.com/birds), but you don't want blue underlined words on your works cited page. Turn off the hyperlink by right clicking on the Web address and then left clicking on Remove Hyperlink.
3. Some teachers want you to include the date you accessed the online facts. Some don't. Ask your teacher if you should include this date.





Your **Internet sources** will be documented with the following information and punctuation. The punctuation after each item below is the punctuation you'll use after each item in the entry on your works cited page:

- Name of author, if included in the article (last name, first name).
- Title of article (in quotation marks).
- Title of the online publication (if available, italicized),
- Name of Website or sponsor of the site (if different from the title of the publication),
- Publication date or the date it was updated,
- URL of Website (without the `http://` or the `https://`).
- Date you accessed the information.



So my listing for the online article about Australian birds will look like this on my works cited page:

Gibson, Sandy. "Birds You Want to Know." *Unique Australian Animals*, Wild Australian Outback, 6 Mar. 2008, www.wildaustrailianoutback.com/birds-you-want-to-know. Accessed 10 Nov. 2019.

A few things:

1. If an author's name is not listed for the online article, put the name of the article first, in quotation marks.
2. Your computer will automatically make a hyperlink for you (www.wildaustrailianoutback.com/birds), but you don't want blue underlined words on your works cited page. Turn off the hyperlink by right clicking on the Web address and then left clicking on Remove Hyperlink.
3. Your computer will try to keep the Web address together. If there is no space on one line, it will put it on the next line. That's okay.



The Actual Works Cited Page

On your works cited page, put each entry in order alphabetically, using authors' last names. Where there is no author, use the first word of the article's title. If it begins with "A," "An," or "The," alphabetize according to the next word in the title.

Below is an example of my works cited page with the sources I've used in this Skill:



Works Cited

Carmichael, Kevin. *Australian and Strange*. Blue Boomerang Publishing, 2016, pp. 14-15.

Gibson, Sandy. "Birds You Want to Know." *Unique Australian Animals*, Wild Australian Outback, 6 Mar. 2008, www.wildaustralianoutback.com/birds-you-want-to-know. Accessed 10 Nov. 2019.

"Kookaburra." *Encyclopedia of the World*, 5th ed., Sydney Publications, 2015, pp. 102-113.

"Ostriches on the Loose." *Encyclopedia Australia Online*, Scientific Australia, 2019, www.encyclopediiaustraliaonline/ostriches-on-the-loose. Accessed 2 Aug. 2019.

Wollongong, Daniel C. "Incredible Birds." *Young Australia*, 21 Nov. 2019, pp. 6, 8.

You will be clever enough to notice some differences between the informal source information on page 2 and the above works cited page:

1. The works cited page is alphabetical by author (or title of article if no author is listed).
2. The letters before each entry have been removed. They were for my benefit as I kept track of my notes.
3. Each entry uses a hanging indentation. In other words, each entry begins on the far left side of the page, but the second and third lines begin five spaces in. Learn how to do this on your computer.



Do you need to cite sources that are not included here? Go online and use easybib.com (<http://www.easybib.com/style>). That site will tell you the information you need from each source, and then you can plug it in and—presto—you have an entry. I’m probably not supposed to tell you that, but, well . . .

Another reputable source for figuring out how to cite something is https://owl.purdue.edu/owl/purdue_owl.html. Once there, you’ll want to search “MLA formatting and style.”

Quite frankly, there are a number of methods you can use to cite sources. We’ve been using MLA, 8th edition, but someday there will be a 9th edition, and the guidelines will change somewhat. The important thing is follow your teacher’s instructions.

Now it’s your turn. Below are the publishing facts from a real book and a real Internet site. Rearrange them as they would appear on a works cited page. Include the correct punctuation marks and the hanging indentation. Put them in alphabetical order. Use a separate piece of paper.

The Field Guide to the Birds of Australia (title of the book)

2013 (the year of publication)

pp. 20-25 (pages used)

HarperCollins (the publisher)

Graham Pizzey and Frank Knight (the authors)



28 Nov. 2018 (the date it was published)

No author listed (author of the article)

“Freshwater Listening Concert” (title of the article)

<http://awsrg.org.au/freshwater-listening-concert/> (address of the article)

14 May 2019 (the date I accessed it on the Web)

Australian Wildlife Sound Recording Group (title of online publication *and* sponsor of the site)

This is the end of Skill 8.5.

You may now resume a normal breathing pattern. 😊



Answer to Now it's your turn:

"Freshwater Listening Concert." Australian Wildlife Sound Recording Group, 28 Nov. 2018, awsrg.org.au/freshwater-listening-concert/. Accessed 14 May 2019.

Pizzey, Graham, and Frank Knight. *The Field Guide to the Birds of Australia*. HarperCollins, 2013, pp. 20-25.

Acknowledgements

Cover image of bear: Olga Yarovenko, adobestock.com

Cover design: Sharon Watson

Emu at fence: sherryvsmith, adobestock.com

Emu: fotofrank, adobestock.com

Ostrich: gusak, adobestock.com

Australia in the sand: david_franklin, adobestock.com

Australian coat of arms: MMPhotos, adobestock.com

Cassowary road sign: Johan Larson, adobestock.com

Kookaburras: Zoran Karapancev, adobestock.com

Devils Marbles: greenantphoto, adobestock.com

Cassowary bird: Dani, adobestock.com

Rainbow Lorikeet: Rafael Ben-Ari, adobestock.com

Emus: robynmac, adobestock.com