

Your School Name-Subscribed
Online Subscription Database
(examples)

Weber, Steve. "Life is Inherently Immortal." Whole Earth 1 July 2000: 14. eLibrary. La Jolla High School Lib., La Jolla, CA. 29 Oct. 2004. <<http://www.proquestk12.com>>.

"Key, Francis Scott (1779-1843)." DISCovering Biography. Online ed. Detroit: Gale, 2003. Student Resource Center - Gold. Thomson Gale. La Jolla High School, La Jolla, CA. 8 Nov. 2007 <http://infotrac.galegroup.com/itweb/sandchs_lajolla>.

☞ *Most databases show you a "persistent URL" for each document, but it's hugely long and complex. You can use it if you like, but MLA allows you to instead use the "initial" URL—the one you use for initial access—as in the example entries above.*

Magazine Article

Author. "Title of article." Title of magazine **Issue date:** **Page numbers** [+ means skips to other pages].

McGeary, Johanna. "The Trouble with Inspectors." Time 16 Dec. 2002: 24-31.

Parry, Nigel. "An Inconvenient Iraqi." Vanity Fair Jan 2003: 71+.

Newspaper Article

Author. "Title of article." Title of newspaper. **Issue date, Edition [if given]:** **Section & beg. page number** [+ means skips to other pages].

Foreman, Judy. "The Other Effects of Getting High: Though Illicit Drug Use Is On the Rise among Young Adults, Few Are Aware of What It Does to the Brain." Los Angeles Times 16 Dec. 2002, Orange County ed.: F8.

Rogers, David. "Republicans Face Battle in Senate Over Leadership: Racially Charged Comment Brings Call for vote on Lott; Bush Agenda Is at Stake." Wall Street Journal 16 Dec. 2002: A1+.

Interview (personal)

Name of person interviewed. **Personal interview [or Telephone interview if conducted by phone].** **Date conducted.**

Shelburne, Dana. Personal interview. 28 Nov. 2002.

Revised 11/8/07

Based on *MLA Handbook...* 6th ed. (c2003)

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Taking Source Notes... What To Write and How

Your Name, Library Media Teacher
December 2002 (rev. 11/07)

How to use what you see here

When you take "content notes" from an information source to use in a written paper (or poster, presentation, etc.) of your own, you need to write a "source note" about the source itself so you can cite it correctly in your "Works Cited" bibliography.

For each type of source, two kinds of help are given here. The first lists the **items of information about the source you need to write down**; the second is one or more **examples of an MLA-style "Works Cited" bibliography entry**.

☞ When you take a content note from a print source, in addition to writing a "source note" with the basic information about the source itself, you should also **write the page(s) you took the note from! Write the page in your content notes**, not in the source note. For several types of sources, you do not list pages in the Works Cited bibliography, but you *will* usually need to include them in the "inline citation" in the text of your paper (or presentation) itself.

How to use what you see here (continued)

☞ **Number each source note and the content notes you take from it.** For example, if you number your source note for a particular article from Encyclopedia Americana “1”, then be sure to put a “1” on every content note you take *from* that source, so you’ll know where the content note came from.

What to write down & sample citations

Book

(non-reference; one/more authors)

Author(s). Title. City of publication: Publisher, copyright date.

Wilcox, Rachel. Turning the Tide: Alternative Energy from the Seas. New York: Simon & Schuster, 2001.

[2 or 3 authors]

Jacobs, Walter, Meredith R. Baker, and Shirley Reynolds. Daily Life among the Aztecs. Berkeley: University of California Press, 1993.

[4 or more authors]

Brandes, Kathleen, et. al. Vanishing Species. New York: Time Life Books, 1998.

Reference Work

(well-known, e.g. most general encyclopedias or dictionaries; alphabetically-arranged articles)

Author [if signed]. “Title of article.” Title of reference work. Edition [if given]. Copyright.

Fishbein, Sam. “Air Traffic Control.” Encyclopedia Americana. International ed. 1999.

“Africa.” The New Encyclopaedia Britannica: Micropaedia. 15th ed. 2002.

Reference Work

(not well-known)

Author [if signed]. “Title of article.” Title of reference work. Main editor [if given]. Edition [if given]. Total # of volumes [if more than one]. City of publication: Publisher, copyright.

Marshall, Liz. “Mutation.” Gale Encyclopedia of Science. Ed. Kimberley A. McGrath. 2nd ed. 6 vols. New York: Gale Group, 2001.

Lynch, John. “Causes of the War: Mexican Perspective.” The United States and Mexico at War: Nineteenth-Century Expansionism and Conflict. Ed. Donald S. Frazier. New York: Macmillan Reference USA, 1998.

Web page

(free Web, not subscription database)

Author/creator [if signed]. “Title of page.” [←if given] Date created/revised [if given]. Title of Web site [if known]. Name of institution/organization associated with page’s site [if different, if known]. Date you accessed. <URL>.

Koeller, David W. “The French Revolution 1789-1795.” 1999. WebChron. North Park University. 29 Oct. 2004. <http://campus.northpark.edu/history/WebChron/WestEurope/FrenchRev.html>.

“World HIV & AIDS Statistics.” 7 Oct. 2004. AVERT.org. 29 Oct. 2004. <http://www.avert.org/globalstats.htm>.

Your School Name-Subscribed Online Subscription Database (e.g. **eLibrary, Gale SRC**, etc.)

☞ All **IJHS**-subscribed online databases provide you with source information for each document (for magazine or newspaper articles see next page). Include all source info. provided, but *add the following*:

Name of the database. Organization that gave you access, City, State. Date you accessed. <URL you started with to access via subscription>.

(over for examples)