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All databases are available on the USC High School STUDENT LINKS page. Go to any USCSD website and click the STUDENT LINKS icon on the black banner. Choose HIGH SCHOOL.
Basic MLA Entry Requirements for Online Database Articles MLA 7th edition

1. Author’s name (last name, first name). Period after the name.
2. “Title of the article.” with quotation marks and a period before the last quotation mark.
3. Name of the original source ---Title of the magazine or book (e.g. Exploring Novels, Encyclopedia of Characters, Newsweek). Italicize. No period at the end.
4. If provided, volume number.issue number. Separate with a period and no space in between. No period at the end. (e.g. 158.3)
5. (Date of publication in parentheses): Colon at the end followed by page numbers. Period at end. If no page numbers, put n.pag.
6. Name of the subscription database followed by a period & italicized (e.g. Gale Discovering Collection).
7. The word: Web. followed by a period.
8. Date of access (day month year). Period at the end.
9. If your teacher requires a URL address, place it in angle brackets, at the end of your citation, period at end. <Electronic address or URL of database home page>.
10. If the source does not provide a piece of the required information, skip that part and go on to the next piece of required information.

Here is an example citation according to the basic requirements explained above:


How do I get the lines to indent for my citation?
The Hanging Indent

Put your cursor at the beginning of the line that needs to have a hanging indentation. You will have to do the following for all lines that need the hanging indent---or try to highlight the entire area and then follow next directions.

In MAC WORD go to HOME and look in the PARAGRAPH section. Click this icon:

![Icon for hanging indent](image)

Choose LINE SPACING OPTIONS.

Choose HANGING under the SPECIAL menu.

In GOOGLE DOCS, put your cursor at the end of the line BEFORE the one you want where you want the hanging indent. Click TAB until the hanging indent is in place.

Sometimes you may need to also put your cursor on the line where you want the hanging indent and hit TAB again.
Accessing Bloom’s Literary Reference Online

From STUDENT LINKS, click on Bloom’s Literary Reference Online.  
✓ Use USCHS and panther to log in.  
✓ The fastest way to search is to enter the TITLE of the work you are researching and hit SEARCH.  
✓ Once you get to the results list, note that the articles are categorized for you (overview, criticism, biography).  
✓ Click onto the title of the result to get the full text article.  
✓ Notice the tabs at the top of the page and RELATED INFORMATION section for additional resources on your topic/work title.

Citing Bloom’s Literary Reference Online Articles

✓ Use the same “Basic MLA Entry Requirements” at the top of page 2 of this packet.  
✓ ATTENTION: You will have to tweak the citation given to fit proper MLA style!  
✓ You will need the DATE of the original article for your citation.  This can be found in either of 2 places:  
   o At the end of the title on the results page  
   o At the top of the article

✓ For the rest of the required citation information, scroll to the bottom of the article.  You will see the CITATION INFORMATION section (see below).  Make sure to pick MLA!  
✓ Use n.pag. for the page numbers (n.pag.=no pages listed).

Here is the citation for this source based on the “Basic MLA Entry Requirements” on page 2:

Accessing Gale Virtual Reference Library

✓ From STUDENT LINKS, click Gale Virtual Reference Library.
✓ Click the link for Gale Virtual Reference Library.
✓ Use the search bar at the top of the page to search all eBooks simultaneously. Or, scroll down through the list of eBooks and click the eBook that you want to use (i.e. Novels for Students).

On the results page, either click VIEW TEXT or PDF to read the article.
Citing Gale Virtual Reference Library Articles

✓ You can find the 7th edition MLA citation at the bottom of each article. Or, you can click the CITATION TOOLS link in the TOOLS box at the top right of the article.

✓ CITATIONS ARE NOT IN MLA FORMAT!!! REPEAT—CITATIONS ARE NOT IN MLA FORMAT!!!

✓ There is also a bibliography list of other articles that could be helpful.

✓ For Novels for Students CRITICAL ESSAYS, you need to include the AUTHOR’S NAME FIRST. (See example below.)

Here is the citation for this source based on the “Basic MLA Entry Requirements” on page 2:

**THIS IS THE CITATION GIVEN BY THE DATABASE:**


**THIS IS THE CITATION THAT MAY BE REQUIRED BY YOUR TEACHER SINCE IT FITS THE MLA DATABASE FORMAT:**


Note: The title of the article in quotations is *italicized* because it’s the title of a book.
Accessing JSTOR

✓ From STUDENT LINKS, click JSTOR.
✓ Enter the Username: uschs and Password: panther

✓ For literary searches, try the title of the work first (ex. The Great Gatsby). Also try the author’s name (ex. Fitzgerald, F. Scott) or a combination of both. You can also try searches like this: the great gatsby american dream or the great gatsby symbolism. Experiment with placing QUOTATIONS AROUND YOUR SEARCH TERMS. Sometimes it’s helpful, sometimes not.

✓ You can search through ALL DISCIPLINES, or pick individual subjects in the “Limit by Discipline” area.

Go to ADVANCED SEARCH.
  o Type in search terms & then scroll down for “Narrow by discipline and/or publication title”  Highly suggested: Limit to

  Language & Literature  (463 titles)

  o You may want to also limit your search to only include content that you can access. Otherwise, it may be difficult to access external content.
  o CHOOSE “READ AND DOWNLOAD” OR “READ ONLINE ONLY.”

✓ You can also narrow your search by ITEM type. Choose articles and books. If you need PRIMARY sources, choose PAMPHLETS.
✓ See the “View Tutorial or Search Help” areas for help in composing your search—located at the top of the page.
Citing JSTOR Articles

“Cite This Item” will give you the MLA citation—-but you have to add the access date after the word WEB. See the example below.

You can also access the citation information from the results list. Click the “Download PDF” link for the article.

Click I ACCEPT if prompted.

The first page of the PDF will have the information you need for your citation. It is NOT in MLA format!

Here is the citation for this source based on the “Basic MLA Entry Requirements” on page 2:

Accessing Literary Reference Center

✓ From STUDENT LINKS, click LITERARY REFERENCE CENTER. Use uschs and panther to log in (if necessary).

✓ Click ADVANCED SEARCH under the search bar at the top of the page. On the search screen, be sure to click on the FULL TEXT box.

✓ You may also want to click on the “Scholarly (Peer Reviewed) Journals” box as well. If you choose “Scholarly (Peer Reviewed) Journals”, you will NOT get Masterplots, Critical Survey of Literature, or similar result resources. You may want to do a search with and then without the “Scholarly (Peer Reviewed) Journals” boxed checked.

✓ Choose other limiters if desired.

✓ Enter your search terms: it is best to first enter the title of the work you that you are researching. If you are not happy with those results, enter the author’s name or other keywords in another search. Or, on the results page, use the left sidebar to narrow your results—Source Types, Subject, and/or Publication.

✓ Click on the title in your results list for the article. Use the left sidebar to broaden or narrow your search.
Citing Literary Reference Center Articles

Click the CITE button on the right sidebar.

Scroll down for the MLA citation. You may have to “tweak” the citation given!!!!

- Note: If you see n.d. that means no publishing date or copyright date is given.
- Your teacher may want you to include the URL address, which would be <http://search.ebscohost.com>.

MLA (Modern Language Assoc.)
Works Cited
Accessing POWER Library Databases:

**Academic Search Main Edition:**
"This e-resource is rich with the most valuable, comprehensive multidisciplinary content available. It provides access to acclaimed full-text journals, magazines, and other valuable resources covering topics like Biology, Chemistry, Engineering, Physics, Psychology, Religion & Philosophy, Science & Technology, and more!"

**Contemporary Authors:**
"Provides access to biographical and bibliographical information on more than 145,000 of today's most influential authors, including: Novelists, Poets, Playwrights, Nonfiction writers, Print & broadcast journalists, Editors, Photojournalists, Syndicated cartoonists, Scriptwriter, and Screenwriters."

**eBooks on EBSCOhost**
"...this e-resource provides access to hundreds of thousands of books from the world’s leading publishers across all major subject areas. With every search, relevant eBook titles will appear directly alongside resources and other digital content, exposing users to the full depth of the library's offerings. Perform full-text searches of a single eBook, search thousands of volumes simultaneously, browse topic categories, or read eBooks directly online."

**High School Student Research:**
Use this e-resource to discover reliable information on thousands of topics covering a wide range of subjects including art and music, literature, language arts, geography, history, social studies, world cultures and languages, science, technology, engineering, mathematics, health, and sports.

**MasterFILE Main Edition**
"This multidisciplinary e-resource is designed specifically for public libraries providing full text for over 1,700 reference resources, magazines, and journals covering general interest subject areas including: Business, Health, Education, General science, Multicultural issues. The resource also contains an Image Collection containing photos, maps and flags."

**Public Library Search:**
Use this fun, easy-to-use resource that's powered by EBSCO Explora to discover reliable information on thousands of topics covering a wide range of subjects including art and music, literature, language arts, geography, history, social studies, world cultures and languages, science, technology, engineering, mathematics, health, and sports.

✓ To access these databases from school: From STUDENT LINKS, click POWER Library.
✓ From the main page, click LIST ALL.

✓ The best literature databases to use are MASTERFILE MAIN EDITION, eBOOKS on EBSCOhost and CONTEMPORARY AUTHORS, ACADEMIC SEARCH MAIN EDITION HIGH SCHOOL STUDENT SEARCH, and PUBLIC LIBRARY SEARCH.
✓ Be sure to limit your search to ACADEMIC JOURNALS and FULL-TEXT.

✓ On the results page, use the left sidebar to broaden or narrow your search.
✓ Click on an article title to view it. Be sure to read the ABSTRACT to see if the article fits your thesis.
Citing POWER Library Databases

Click the CITE button on the right sidebar.

Fitzgerald’s *THE GREAT GATSBY*.

**Authors:** Kunamoto, Chikako D.

**Source:** *Explicator*. Fall 2001, Vol. 80 Issue 1, p37, 5p.

**Document Type:** Literary Criticism

**Subjects:** *GREAT Gatsby*, *The* (Book: Fitzgerald)

**ORIGINES**

**CRITICISM**

**Abstract:** Examines the egg metaphor in the novel *Great Gatsby* by F. Scott Fitzgerald. Sources of the plausible meanings of egg references; Effect of Trimalchio on the classical inscriptions of the Gatsby character; Description of an oriole.

**Lexile:** 880

Scroll down for the MLA citation. You may have to “tweak” the citation given!!!!

- Note: If you see n.d. that means no publishing date or copyright date is given.
- Your teacher may want you to include the URL address, which would be <http://search.ebscohost.com>.

<table>
<thead>
<tr>
<th>MLA (Modern Language Assoc.)</th>
<th>Works Cited</th>
</tr>
</thead>
</table>
Accessing Salem Press Collection

- From STUDENT LINKS, click the Salem Press Collection link.
- **Username: uschs  password: panther**
- Look in the LITERATURE column for a list of novels/works covered in the database.
- Click on a book title to see the table of contents.
- Use the left sidebar to search within a book, or click on a chapter of interest.
- If needed, this is an excellent database for PRIMARY SOURCE DOCUMENTS.

Citing Salem Press Collection Articles

- You can find the citation at the bottom of the each article. Or, you can click the ARTICLE CITATION link in the left sidebar.

- **CITATIONS ARE NOT IN MLA FORMAT!!!  REPEAT—CITATIONS ARE NOT IN MLA FORMAT!!!**

- Here is the citation given and what it should look like in PROPER MLA FORMAT:


Here is the citation for this source based on the “Basic MLA Entry Requirements” on page 2:


Note: The title of the article in the title field is NOT italicized because it is a “title within a title.”
Accessing Student Resources in Context

From STUDENT LINKS, click onto Student Resources in Context.
✓ If prompted, enter the username **uschs** & password **panther** and click PROCEED.
✓ Enter your search terms. It is best to first enter the title of the work that you that you are researching.
✓ On your results page, use the EVERYTHING menu on the right sidebar and start looking through the ACADEMIC JOURNALS and CRITICAL ESSAYS first.
✓ Concentrate on CRITICAL ESSAYS & ARTICLES. Steer away from BOOK REVIEWS.

Citing Student Resources in Context Articles

Use the same “Basic Entry Requirements” at the top of page 2 of this packet.
✓ At the bottom of each article, you will see the SOURCE CITATION. This is where you will get the information for your citation. **DOUBLE CHECK THAT IT IS IN MLA FORMAT!**

**Source Citation**

✓ Or, you can click the CITATION TOOLS link in the TOOLS box at the top right of the article.

Copy and paste the citation into your Works Cited page.
1. **A book by one author**

2. **A book by 2 or 3 authors (only reverse the first name listed)**

3. **2 or more books by the same author**

4. **A book with an editor**

5. **A book with an Author AND an Editor** (if you are citing the work of the author, begin with the author.)

6. **Introduction, Foreword, Preface, Afterword**
   See p. 5.5.8 in *MLA Handbook 7th edition* for more examples


8. **An article in a PRINT magazine/journal**

9. **A signed article in a PRINT reference book (including encyclopedia entries)**

10. **An unsigned article in a PRINT reference book (including encyclopedia entries)**

11. **A Book with a Translator**

12. **Published Interview**
    Name of person(s) interviewed. "Title of interview if it was published/broadcast" or Interviewed by name of interviewer. *Name of publication, program or recording where interview was published*, place of interview (if known), city of interview, date of interview (day, month, year). Media type if applicable (e.g. Television, DVD, Radio, etc.).

13. **Personal Interview**
    Name of person(s) interviewed. Kind of interview (Personal interview, Telephone interview), date of interview (day, month, year). EXAMPLE: Ghilani, Michael. Personal interview. 20 Sept. 2008.

14. **Video/DVD**
    Director's name, dir. *Title of VHS/DVD*. Distributor, year of release. DVD or VHS.
15. **Google Books**


17. **Information from an online database** (e.g. JSTOR, EBSCOhost, Points of View, World Book Online, etc.)
1. Author’s name (last name, first name). Period after the name.
2. “Title of the article.” with quotation marks and a period before the last quotation mark.
3. Name of the original source ---Title of the magazine or book (e.g. Exploring Novels, Cyclopedia of Characters, Newsweek). Italicize. No period at the end.
4. If provided, volume number. issue number. Separate with a period but no space in between. No period at the end.
5. (Date of publication in parentheses): Colon at the end followed by page numbers. If no date, use n.d. no parentheses. If no page numbers, put n.pag. Period at the end. (NOT n.pag.)
6. Name of the subscription database followed by a period & italicized (e.g. Gale Discovering Collection).
7. The word: Web. followed by a period.
8. Date of access (day month year). Period at the end.
9. If your teacher requires a URL address, place it in angle brackets, at the end of your citation, <Electronic address or URL of database home page>. followed by a period.
10. If the source does not provide a piece of the required information, skip that part and go on to the next piece of required information.

Examples with and without URL:

18. **World Wide Web (Internet) citation**
Author/Creator (if known). “Title of Page or Document.” *Title of overall site*. Publisher or sponsor of site/ if not available, use n.p., (comma here) Date of publication (day month year) followed by a period; if no date, use n.d. (followed by a period). Web. Date of access (day month year). If required, URL address in angle brackets <http://address/filename>.

Examples with and without URL:

19. **E-mail Message**
Sender’s name. “Title of message from subject line.” Message to ________. Date sent. E-mail.
Despines, J. “Schedule change for library.” Message to Ms. Tungate. 30 May 2009. E-mail.

20. **On-line Image, Sound, Video Clip, or Digital File (pdf, image, map, video, sound file, mp3, etc.)**
Author/Creator (if known). “Title or description item.” File type (pdf, image, map, video, sound file, mp3, etc.). *Title of overall site*. Publisher or sponsor of site; if not available, use n.p. (followed by comma), Date of publication (day month year)--if no date, use n.d. Web. Date of access. If required, URL address in angle brackets followed by period---shorten long URLs to the .com, .edu, .org, etc. <http://address/filename>.

**Month Abbreviations:** Except for May, June and July, use these abbreviations: Jan., Feb., Mar., Apr., Aug., Sept., Oct., Nov., Dec.

**PLEASE NOTE:** Your works cited page should be double-spaced.