

Works Cited

**Book Source:**

Author's Last Name, Author's First Name. Book Title. City of Publication: Name of Publisher,  
Copyright Date.

**Web Source (with author)**

Author's Last Name, Author's First Name. "Web Page Title." Web Site Title. Date created or  
updated (if applicable). Sponsor/Corp (if applicable). Date logged on. <URL>.

**Web Source (no author)**

"Web Page Title." Web Site Title. Date created or updated (if applicable). Sponser/Corp (if  
applicable). Date logged on. <URL>.

*Works Cited Checklist:*

Alphabetical Order (authors and titles)

Font Size: 12

Font: Times New Roman

Margins: 1 inch

2nd, 3rd, 4th, etc. lines of each source: Indent .5 inch (1 tab)

URL must be black and *not* underlined (you may have to manually change this)