Works Cited for Grade 1

For a book:

1. Name of the author.
2. Title of the book, italicized.

Joanna Cole. *The Magic Schoolbus, Lost in the Solar System.*

For an article from a print encyclopedia:

1. Name of the article you looked up.
2. Name of the encyclopedia, italicized.
3. Print.

Shark. *The World Book Encyclopedia.* Print.

For an article from an encyclopedia on CD-ROM:

1. Name of the article you looked up.
2. Name of the encyclopedia, italicized.
3. CD-ROM.

Abraham Lincoln. *Compton's Interactive Encyclopedia.* CD-ROM.

Dinosaur. *First Connections: The Golden Book Encyclopedia.* CD-ROM.

For an article from an encyclopedia found online:

1. Name of the article you looked up.
2. Name of the encyclopedia, italicized.
3. Web..

Dinosaur. *World Book*. Web.

Turtle. *Compton's Living Encyclopedia.* Web.

Works Cited for Grade 2

For a book:

1. Name of the author.
2. Title of the book, italicized.
3. Date book was published.

Neil Ardley. *The Science Book of Magnets*. 1991.

For an article from a print encyclopedia:

1. Subject of the article you looked up.
2. Title of the encyclopedia, italicized .
3. Year the encyclopedia was published.
4. Print.

Planet. *The World Book Encyclopedia.* 1995. Print.

For an article from an encyclopedia on CD-ROM:

1. Subject of the article you looked up.
2. Title of the encyclopedia, italicized.
3. Date the encyclopedia was published.
4. CD-ROM.

George Washington. *The World Book Multimedia Encyclopedia.* 1995. CD-ROM.

Elephant. *First Connections: The Golden Book Encyclopedia.* 1992. CD-ROM.

For an article from an encyclopedia found online:

1. Subject of the article you looked up.
2. Title of the encyclopedia, italicized.
3. Web. (Teacher can direct student to use actual URL).

Panda. *World Book*. Web.

Tornado. *Grolier Multimedia Encyclopedia.* Web.

Works Cited for Grade 3

1. Follow the punctuation in the examples exactly.
2. Be sure to put the author's last name before the first name, with the two names separated by a comma.
3. If you look up information about a person in an encyclopedia, that person's name should also be written last name first.
4. **If you cannot find some information, such as author, just leave it out.**

For a book:

1. Author's name, last name first.
2. Title of book, italicized.
3. Copyright date.

Landau, Elaine. *Sea Horses.* 1999.

For an article from a print encyclopedia:

1. The subject you looked up, in quotation marks.
2. Full title of encyclopedia, italicized .
3. Copyright date.
4. Print.

"Jaguar." *International Wildlife Encyclopedia.* 1991. Print.

"Washington, George." *The World Book Encyclopedia.* 2000. Print.

For an article from an encyclopedia on CD-ROM:

1. The subject you looked up, in quotation marks.
2. Full title of encyclopedia, italicized.
3. Copyright date.
4. CD-ROM.

"Earthquake." *Compton's Interactive Encyclopedia.* 1994. CD-ROM.

"Dog." *First Connections: The Golden Book Encyclopedia.* 1995. CD-ROM.

"Tiger." *The San Diego Zoo Presents The Animals!* 1994. CD-ROM.

For an encyclopedia from an online service:

1. The subject you looked up, in quotation marks.
2. Full title of encyclopedia, italicized.
3. Web. (Teacher can direct student to use actual URL).
4. Date you visited (proper format in the example).

"Panda." *Compton's Living Encyclopedia.* Web. 23 Nov. 1999.

For an article from the World Wide Web:

1. Name of the author, if you can find it, last name first.
2. Title of the article, in quotes.
3. Title of the home page, if available, italicized.
4. Web. (Teacher can direct students to use actual URL).
5. Date you visited (see the examples).

Schaller, George B. "Tiger." *World Book Online*. Web. 16 Dec. 1999.

"Cheetah." *The Cyber Zoomobile*. Web. 23 Nov. 1998. Web.

"Factoids: Polar Bears." *Environmental News Network*. Web. 26 Jan. 1998.

Arnett, Bill. "The Moon." *The Planets*. Web. 21 May 1998.

Works Cited for Grade 4

1. For each source listed, begin first line at margin and indent each line that follows.
2. Follow punctuation of the examples exactly.
3. If you cannot find some information, such as author or place of publication, just leave it out.
4. Arrange all sources in one list, alphabetically by first word, which will generally be either the author's last name or the first important word of the title (ignore A, An, The as the first word in the title.)

PRINT SOURCES

Book with one author:

1. Author, last name first.
2. *Title of book.* (italicized)
3. City of publication:
4. Publisher, date of publication.

Gibbons, Gail. *Caves and Caverns*. New York:
Harcourt Brace, 1993.

Book with two authors:

1. Authors, in order they are listed on the title page.
2. *Title of book.* (italicized)
3. City of publication:
4. Publisher, date of publication.

Ride, Sally and Tom O'Shaughnessy. *The Third Planet*. New York:
Crown Publishers, 1994.

Encyclopedia and other familiar reference books:

1. Author of article (if available).
2. "Title of article."
3. *Title of book.* (italicized)
4. Date of edition. (Volume and page number not necessary if articles are arranged alphabetically).
5. Print.

Bigg, Michael A. "Whale." *The World Book Encyclopedia*. 1992. Print.

Fehrenbacher, Don E. "Lincoln, Abraham." *The New Book of Knowledge*.
1994. Print.

"New Jersey." *Compton's Encyclopedia*. 1992. Print.

Article in a periodical (magazines, newspapers):

1. Author (if available).
2. "Title of article."
3. *Periodical title* (italicized) date: page.
4. Print.

Bonar, Samantha. "Forecast: Hot and Hotter!" *3-2-1 Contact*
June 1996: 8-10. Print.

Neeley, Dequendre. "Retirement complex proposed in Oradell." *The Record* 21 Aug. 1996: NJ1. Print.

ELECTRONIC SOURCES

Encyclopedia and other publications on CD-ROM

1. Author (if available).
2. "Title of article."
3. *Title of product* (underlined).
4. Edition or version (if relevant)
5. City of publication: Publisher, date of publication.
6. CD-ROM.

Garbarino, Merwyn S. "Delaware Indians." *The World Book Multimedia Encyclopedia*. 1995 ed. Chicago: World Book Inc., 1995. CD-ROM.

Musser, Jay C. "Chocolate." *Grolier MultiMedia Encyclopedia*. 1992 ed. Danbury, CT: Grolier Electronic Publishing, Inc., 1992. CD-ROM.

ONLINE SOURCES

Encyclopedia from an online service:

1. Author, if shown
2. "Title of the article."
3. *Name of encyclopedia* (underlined).
4. Name of publisher, date of publication, if available.
5. *Name of the online subscription service hosting the encyclopedia*.
6. Web. (Teacher can direct students to use actual URL).
7. Date of your visit.

"Planets." *Compton's Living Encyclopedia* . Compton's Learning Company, 1996. *CLAMSnet*. Web. 29 Aug. 1998.

Kelland, Frank. "New Jersey." *Grolier Multimedia Encyclopedia,* Grolier Interactive Inc. *America Online*. Web. 13 July 1998.

Web Sites:

1. Author, if known
2. "Title of the article."
3. *Title of Web site.*
4. Web. (Teacher can direct students to use actual URL).
5. Date of your visit.

Clemens, Paul and Robert M. Hordon. "New Jersey." *World Book Online*. Web. 12 Dec. 1999.

Sultzman, Lee. "Delaware History." Web. 23 Nov. 1998.

Vallis, Glenn. "New Jersey During the Revolution." Web. 13 Sept. 1998.

Arnett, Bill. "Saturn." *The Planets*. Web. 21 May 1998.

"Discovering Whales." *Welcome to the Watery World of Whales*. Web. 14 Oct. 1998.

Works Cited for Grade 5

1. For each source listed, begin first line at margin and indent each line that follows.
2. Underline or use italics for titles of books, periodicals and software. Titles of articles are enclosed in quotation marks.
3. Note punctuation and follow exactly.
4. If required information, such as author or place of publication, is not available, just leave it out.
5. Arrange all sources in one list, alphabetically by first word, which will generally be either the author's last name or the first important word of the title.

PRINT SOURCES

Book with one author:

1. Author.
2. *Title of book.*(italicized)
3. City of publication:
4. Publisher, date of publication.

Cohen, Daniel. *America's Very Own Ghosts.* New York: Doubleday, 1985.

Encyclopedia and other familiar reference books:

1. Author of article (if available).
2. "Title of article."
3. *Title of book.*(italicized)
4. Date of edition. (Volume and page number not necessary if articles are arranged alphabetically).
5. Print.

Eiselen, Malcolm R. "Franklin, Benjamin." *The World Book Encyclopedia*. 1999. Print.

"France." *Compton's Encyclopedia.* 1998. Print.

Article in a periodical:

1. Author (if available).
2. "Title of article."
3. *Periodical title* (italicized) date: page.
4. Print.

Haverkamp, Beth. "Bad Women and Bandit Queens." *Cobblestone* May 1996: 20-22. Print

"N.F.L. Training Camp Report" *The New York Times* 21 Aug. 1996: B12. Print.

ELECTRONIC SOURCES

Encyclopedia and other publications on CD-ROM:

1. Author (if available).
2. "Title of article."
3. *Title of product* (italicized or in italics).
4. Edition or version (if relevant)
5. City of publication: Publisher, date of publication.
6. CD-ROM.

Cashman, Katharine V. "Volcano." *World Book Multimedia Encyclopedia.* 1999 ed. Chicago: World Book Inc., 1999. CD-ROM.

"Japan." *Cartopedia.* New York: Dorling Kindersley, 1995. CD-ROM.

Solnick, Bruce B. "Christopher Columbus." *Grolier MultiMedia Encyclopedia*. 1994 ed. Danbury, CT: Grolier Electronic Publishing, Inc., 1992. CD-ROM.

Leicester, Henry M. "Chemistry." *Microsoft Encarta.* 1998 ed. Redmond, WA: Microsoft Corporation, 1998. CD-ROM.

"Engine, Four-Stroke." *David Macauley: The Way Things Work.* New York: Dorling Kindersley, 1994. CD-ROM.

ONLINE SOURCES

Encyclopedia from an online service:

1. Author, if shown
2. "Title of the article."
3. *Name of encyclopedia* (italicized).
4. Name of publisher, date of publication, if available.
5. *Name of the online subscription service hosting the encyclopedia*.
6. Web. (Teacher can direct student to use actual URL).
7. Date of your visit.

"Animal Rights." *Compton's Living Encyclopedia.* Compton's Learning Company, 1996. *CLAMSnet*. Web. 22 Aug. 1998.

Ketcham, Ralph. "Franklin, Benjamin." *Grolier Multimedia Encyclopedia.* 1997. *Grolier Interactive Inc*. Web. 17 September 1998.

World Wide Web:

1. Author (if known).
2. "Title of article."
3. *Title of complete work.*
4. Web. (Teacher can direct student to use actual URL).
5. Date of visit.

Waring, Richard H. "Tree." *World Book Online*. Web. 12 Dec. 1999.

"Biographical Data: Jay Apt." *NASA Astronaut Biographies.* Web. 10 Jan. 1999.

"Statistical Summary: America's Major Wars." *The U.S. Civil War Center.* Web. 17 Aug. 1999.

Arnett, Bill. "Comets." *The Planets*. Web. 21 May 1999.

Works Cited for Grades 6-8

1. For each source listed, begin first line at margin and indent each line that follows.
2. Underline or use italics for titles of books, periodicals and software. Titles of articles are enclosed in quotation marks.
3. Note punctuation and follow exactly.
4. If required information, such as author or place of publication, is not available, just leave it out.
5. Arrange all sources in one list, alphabetically by first word, which will generally be either the author's last name or the first important word of the title.

PRINT SOURCES

Book with one author:

1. Author.
2. *Title of book.*(italicized)
3. City of publication:
4. Publisher, date of publication.

Cohen, Daniel. *America's Very Own Ghosts.* New York: Doubleday, 1985.

Book with two authors:

1. Authors (in the order they are given in the book).
2. *Title of book.*(italicized)
3. City of publication:
4. Publisher, date.

Smith, Elizabeth, and David Wright. *Rocks and Minerals.* Chicago: Macmillan, 1995.

Encyclopedia and other familiar reference books:

1. Author of article (if available).
2. "Title of article."
3. *Title of book.*(italicized)
4. Date of edition. (Volume and page number not necessary if articles are arranged alphabetically).
5. Print.

Eiselen, Malcolm R. "Franklin, Benjamin." *The World Book Encyclopedia*. 1999. Print.

"France." *Compton's Encyclopedia.* 1998. Print.

Article in a periodical:

1. Author (if available).
2. "Title of article."
3. *Periodical title* (italicized) date: page.
4. Print.

Haverkamp, Beth. "Bad Women and Bandit Queens." *Cobblestone* May 1996: 20-22. Print.

"N.F.L. Training Camp Report" *The New York Times* 21 Aug. 1996: B12. Print.

INTERVIEW CONDUCTED BY THE RESEARCHER

1. Name of person interviewed.
2. Type of interview.
3. Date of interview.
4. Print.

Whitman, Christie. Personal interview. 20 Aug. 1999. Print.

Ford, Harrison. Telephone interview. 26 Jan. 1999. Print.

ELECTRONIC SOURCES

Encyclopedia and other publications on CD-ROM:

1. Author (if available).
2. "Title of article."
3. *Title of product* (italicized or in italics).
4. Edition or version (if relevant)
5. City of publication: Publisher, date of publication.
6. CD-ROM.

Cashman, Katharine V. "Volcano." *World Book Multimedia Encyclopedia.* 1999 ed. CD-ROM. Chicago: World Book Inc., 1999. CD-ROM.

"Japan." *Cartopedia.* CD-ROM. New York: Dorling Kindersley, 1995. CD-ROM.

Solnick, Bruce B. "Columbus, Christopher." *Grolier MultiMedia Encyclopedia*. 1994 ed. CD-ROM. Danbury, CT: Grolier Electronic Publishing, Inc., 1992. CD-ROM.

Leicester, Henry M. "Chemistry." *Microsoft Encarta.* 1998 ed. CD-ROM. Redmond, WA: Microsoft Corporation, 1998. CD-ROM.

"Engine, Four-Stroke." *David Macauley: The Way Things Work.* CD-ROM. New York: Dorling Kindersley, 1994. CD-ROM.

ONLINE SOURCES

Encyclopedia from an online service:

1. Author, if shown
2. "Title of the article."
3. *Name of encyclopedia* (italicized).
4. Name of publisher, date of publication, if available.
5. Name of the online subscription service hosting the encyclopedia.
6. Web. (Teacher can direct student to use actual URL).
7. Date of your visit.

"Animal Rights." *Compton's Living Encyclopedia.* Compton's Learning Company, 1996. *America Online*. Web. 22 Aug. 1999.

Ketcham, Ralph. "Franklin, Benjamin." *Grolier Multimedia Encyclopedia.* Grolier Interactive Inc. *CLAMSnet.* Web. 10 Sept. 1999.

Periodical article from an online database:

1. Author.
2. "Title of article."
3. *Periodical title* (italicized) date: page.
4. *Name of database.*(italicized)
5. Publisher of database (if available).
6. Web. (Teacher can direct student to use actual URL).
7. Date of visit.

Peterson, Robert W. "Teddy Roosevelt: The Conservation President." *Boys' Life* April 1994: 28. *Primary Search*. EBSCO Publishing. Web. 12 Nov. 2000.

World Wide Web:

1. Author (if known).
2. "Title of article."
3. *Title of complete work.* (if relevant, italicized)
4. Date of resource creation.
5. Web. (Teacher can direct student to use actual URL).
6. Date of visit.

Boritt, Gabor S. "Civil War." *World Book Online.* 9 August 2008. Web. 10 September 1999.

Norton, R.J. "An Overview of John Wilkes Booth's Assassination of President Abraham Lincoln." *Abraham Lincoln's Assassination*. 8 August 1999. Web. 28 Nov. 1999.

"Statistical Summary: America's Major Wars." *The U.S. Civil War Center.* 7 July 1999. Web. 14 Aug. 1999.

Arnett, Bill. "Callisto." *The Planets*. 10 March 1999. Web.21 May 1999.

Winter, Mark. "Nitrogen." *WebElements*.1 Jan. 1999. Web. 9 July 1999.

Personal e-mail:

1. Author.
2. "Subject line from posting."
3. Message to
4. Date of posting.
5. Medium.

Thompson, Barry. "Computer Viruses." Message to author. 26 Nov. 1999. E-mail.

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