General Documentation Guidelines for Print-Based Sources

Author or Editor

**One author.** Place the last name before the first, separating them with a comma. Add any middle name or initial after the first name. Use another comma before any abbreviation or number that follows the first name. Indicate the end of this unit of the entry with a period.

- Halberstam, David.
- Johnston, Mary K.
- King, Martin Luther, Jr.

**Two or three authors.** List names in the same order used in the original source. The first person's name is inverted (that is, the last name appears first); the others are not. Separate all names with commas, placing the word and before the final name.

- West, Nigel, and Oleg Tsarev.
- Green, Bill, Maria Lopez, and Jenny T. Graf.

**Four or more authors.** List the names of all the authors or provide just the first person's name (inverted) and the abbreviation et al. (for et alii, meaning "and others").

- Quirk, Randolph, Sidney Greenbaum, Geoffrey Leech, and Jan Svartvik.
- Quirk, Randolph, et al.

**Corporate or group author.** Omit any initial article (a, an, or the) from the name.

- Institute of Medicine.
- Department of Natural Resources.

**Editor.** If an editor or editors are listed instead of an author or authors, include the abbreviation ed. for "editor" or eds. for "editors."

- Espinoza, Toni, ed.
- Gibb, Susan, and Karen Enochs, eds.

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**Title**

**Italicized titles.** Italicize the titles of books, magazines, journals, newspapers, plays, and screenplays. Capitalize all major words (nouns, pronouns, verbs, adjectives, adverbs, and subordinating conjunctions). Do not use a period after the title of a periodical.

- Newsweek
- Hamlet.
- weird English.
- The Aviator.

**Titles in quotation marks.** Use quotation marks to enclose the titles of short works such as journal or magazine articles, short stories, poems, and songs (38b).

- "Three Days to See."
- Selling the Super Bowl."
- "Generations."
- Lost in Translation: Life in a New Language."
- "Silence: Learning to Listen."

**Subtitles.** Always include a subtitle if the work has one. Use a colon to separate a main title and a subtitle.

- Essays on Death of a Salesman.
- Death of a Salesman.

**Titles within titles.** When an italicized title includes the title of another work normally italicized, do not italicize the embedded title.

- Understanding "The Philosophy of Composition" and the Aesthetic of Edgar Allan Poe.
- "The Philosophy of Composition."

**When a title in quotation marks includes the title of another work normally italicized, retain the italics.**

- "A Salesman's Reading of Death of a Salesman."

(Continued on page 182)
**Title (Continued from page 181)**

If the embedded title is normally enclosed in quotation marks, use single quotation marks.

“*The European Roots of The Philosophy of Composition.*”

**Publication Data**

<table>
<thead>
<tr>
<th>City of publication</th>
<th>Boston:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>New York:</td>
</tr>
</tbody>
</table>

**Publisher’s name.** Provide a shortened form of the publisher’s name, and place a colon after it. To shorten the name of the publisher, use the principal name. For books published by university presses, abbreviate University and Press without periods or italics.

- Knopf (for Alfred A. Knopf)
- Random (for Random House)
- Harvard UP (for Harvard University Press)

If two publishers are listed, provide the city of publication and the name of the publisher for each. Use a semicolon to separate the two.

- Manchester: Manchester UP;
- New York: St. Martin's

**Publisher’s imprint.** You will sometimes need to list both a publisher’s name and an imprint. The imprint is usually listed above the publisher’s name on the title page. In a works-cited entry, use a hyphen to separate the two names: imprint-publisher.

- Quill-Harper
- Vintage-Random

**Copyright date.** Although the copyright date may be found on the title page, it is usually found on the next page—the copyright page. Place a period after the date.

When writing down source information for your bibliography, be sure to copy the information directly from the source (e.g., the first page of a journal article or the title page of a book). (See fig. 12.1 on page 184 for an example of the first page from a journal article and fig. 12.2 on page 188 for an example of a book title page.)

**PRINT PUBLICATIONS**

**Print Articles**

A journal is a publication written for a specific discipline or profession. Magazines and newspapers are written for the general public. You can find most of the information required for a works-cited entry for a journal article on the first page of the journal (fig. 12.1) or at the bottom of the first page of the article you are citing.

**Title of article and name of periodical**

Put the article title in quotation marks with a period inside the closing quotation marks. Italicize the name of the periodical, but do not add any punctuation following the name. Capitalize all major words (nouns, pronouns, verbs, adjectives, adverbs, and subordinating conjunctions). Omit the word A, An, or The from the beginning of the name of a periodical.

“Into the Void,” *New Scientist*
American Literary History

Twenty Years of American Literary History: The Anniversary Volume

What Good Can Literary History Do? 1
Jonathan Arac

A Response to Jonathan Arac 12
Jonathan Arac

Antigonean American Literature: Franklin, Twain, and the Sphere of Subalternity 22
Paul Giles

Can the Antigonean Speak? 31
A Response to Paul Giles
Louis M. E. Goodlad

Women, Blood, and Contract 57
Shirley Samuels

Blood, Republicanism, and the Return of George Washington: A Response to Shirley Samuels 76
Andy Deuel

The Rise of the New Atlantic Studies Matrix 83
William Boehmeyer

Oceanic Traumatic, Post-Paradigmatic: A Response to William Boehmeyer 102
Joe E. Levine

National Treasure, Global Value, and American Literary Studies 168
Eric Lott

Blood and Treasure: A Response to Eric Lott 124
Storm M. Ryan

The Unkillable Dream of the Great American Novel: Meloy: Dick aRetext Case 132
Lawrence Buell

A Response to Lawrence Buell 156
Robert Milder

Border Literary Histories, Globalization, and Critical Regionalism 160
Jose E. Limon

Global Matters: A Response to Jose E. Limon 183
Richard T. Rodriguez

Fig. 12.1. First page of a journal.

Date
For journals, place the year of publication in parentheses after the volume or issue number. For magazines and newspapers, provide the date of issue after the name of the periodical. Note the day first (if provided), followed by the month (abbreviated except for May, June, and July) and year.

Magazine Economist 13 Aug. 2005
Newspaper Chicago Tribune 24 July 2002

Page numbers
Use a colon to separate the date from the page number(s). Note all the pages on which the article appears, separating the first and last page with a hyphen: 21-39. If the page numbers have the same hundreds or thousands digit, do not repeat it when listing the final page in the range: 131-42 or 1680-99. Magazine and newspaper articles are often interrupted by advertisements or other articles. If the first part of an article appears on pages 45 through 47 and the rest on pages 92 through 94, give only the first page number followed by a plus sign: 45+.

Medium of publication
Be sure to include the medium of publication (Print) at the end of the entry. Do not italicize the medium of publication.

1. Article in a journal

Author's name
Title and subtitle of article
2. Article in a monthly magazine

3. Article in a weekly magazine or newspaper

4. Article in a daily newspaper

When the name of the city is not part of a locally published newspaper's name, it should be given in brackets after the title: Star Telegram [Fort Worth]. If a specific edition is not identified on the masthead, put a colon after the date and then provide the page reference. Specify the section by inserting the section letter as it appears in the newspaper (A7 or 7A, for example).

5. Unsigned article or wire service article

6. Editorial in a newspaper or magazine

7. Book or film review in a magazine

Include the name of the reviewer, the title of the review (if any), the phrase Rev. of (for “Review of”), the title of the work being reviewed, and the name of the editor, author, or director.

8. Book or film review in a journal

Print Books

9. Book by one author

The title page and copyright page of a book (see fig. 12.2) provide the information needed to create a bibliographic entry. Be sure to include the medium of publication at the end of the entry.

10. Book by two authors

11. Book by three authors

12. Book by more than three authors

13. Book by a corporate author

14. Book by an anonymous author

Begin the entry with the title. Do not use Anonymous or Anon.
15. **Book with an author and an editor**


Include both the name of the author and the name of the editor (preceded by *Ed.*).

16. **Book with an editor instead of an author**


17. **Edition after the first**


18. **Introduction, preface, foreword, or afterword to a book**


The name that begins the entry is that of the author of the section of the book, not of the entire book. That person's name is followed by the title of the section (Introduction, Preface, Foreword, or Afterword).

19. **Anthology (a collection of works by different authors)**


Include the name(s) of the editor(s), followed by the abbreviation *ed.* (or *eds.*). For individual works within an anthology, consult the following two models.

20. **A work originally published in an anthology**


Use this form for an article, essay, story, poem, or play that was published for the first time in the anthology you are using. Place the title of the anthology after the title of the individual work. Provide the name(s) of the editor(s) after the abbreviation *Ed.* for “edited by,” and note the edition if it is not the first. List the publication data for the anthology and the range of pages on which the work appears. (See pages 168 and 185 for information on noting inclusive page numbers.)

If you cite more than one work from an anthology, provide only the name(s) of the author(s), the title of the work, the name(s) of the editor(s), and the inclusive page numbers in an entry for each work. Then, also provide an entry for the entire anthology, in which you include the relevant publication data (see the sample entry for an anthology in item 19).
