

**English 1302****Template for a “Works Cited” Page****Instructions**

On the next page, you will find a sample “Works Cited” page. A “Works Cited” page is a page that is included within the numbered pages of the report/essay and is placed after the “Notes” page as the last formal page to be included in the essay.

**Content of the “Works Cited” Page**

The content of the note will vary. It may include a bibliographical entry, such as found on the “Works Cited” page, or it may include information—a sentence, a paragraph, or more. Be sure to document parenthetically each source of information introduced in a note just as you would for any reference introduced and cited in the body of your essay.

**Format of the “Works Cited” Page**

The “Works Cited” page contains formal bibliographic entries for all (and only) those outside resources actually referenced in the body of the essay and “Notes” page.

- 1) Indent one tab over the second and following lines of each note. The first character type for the note should be the first letter of the author’s last name or, in the case of an anonymous source, the first letter of the title of the work.
- 2) The text of the “Works Cited” page—like every other page in the essay—should be double-spaced.
- 3) Include only a single double space between each bibliographical entry.
- 4) Include entries for electronic sources in the same alphabetical listing.
- 5) Follow the appropriate format for each entry as you will find explained and illustrated in your course handbook in the research paper section. Note that each type of entry has a unique format that you must follow.

(Note: To view the heading and page number, select “Print Layout” under “View” in the Menu bar.)

### Works Cited

This is the first line of the first note in the “Works Cited” page. Note that the title is composed in the same font type and size without any embellishments (bold face, underlining, or quotation marks).

This is the first line of the second note. The content of this entry follows, like the one above, the appropriate format for the type of entry.

(See the next page for a sample “Works Cited” page from a student research paper.)

## Works Cited

- Beck, Aaron T. Prisoners of Hate: The Cognitive Basis of Anger, Hostility and Violence.  
New York: HarperCollins. 1998.
- “A Brief History of NRA.” National Rifle Association home page. March 20, 2001.  
<<http://www.nrahq.org/history.asp>>
- Birnbaum, Jeffrey H. “Features/Lobbyists: Under The Gun.” Fortune. December 6, 1999.  
<[http://www.fortune.com/index.jhtml?channel=article.jhtml&doc\\_id=200530](http://www.fortune.com/index.jhtml?channel=article.jhtml&doc_id=200530)>
- Cook, Philip J. et. al. “The Medical Costs of Gunshot Injuries in the United States.” Journal of the American Medical Association. Vol 282 No.5. August 4, 1999. 447-454.
- Diaz, Tom. Making a Killing: The Business of Guns in America. New York: The New Press.  
1999.
- Dolan, Edward F. Gun Control. Franklin Watts, Inc. as reprinted in Crime and Criminals  
Opposing Viewpoints. Claudina Debner. Ed. 2<sup>nd</sup> Edition. Minnesota: Greenhaven Press.  
1984.

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