**Template for Preparation of Papers for *Literary Quest***

**{Title: 14 point, Times New Roman, Bold and Centered}**

First Author1, Second Author2

1. Designation, Department, University/College, City, State/Province, Country

2. Designation, Department, University/College, City, State/Province, Country

{Author Information: 12 point, Times New Roman, Centered}

**Abstract**

These instructions give you guidelines for preparing papers for *Literary Quest*. Use this document as a template. Do not use all caps for research paper title. Authors must abstain from using the names of their caste, sub-caste, sect, lineage or race as their last name or surname. Abstract of the article should be of 100 – 150 words length. (Font size 12, Justified)

**Keywords**

Minimum 3 keywords are mandatory. Keywords should closely reflect the topic and should optimally characterize the paper. Use about three to six keywords or phrases, separated by commas. (Font size 12, Justified)

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**Introduction**

This template is designed to help you quickly format research papers according to Modern Language Association (MLA) style conventions and it is based on the 7th edition of *MLA Handbook for Writers of Research Papers*. This template is intended to help you apply the handbook’s guidelines to your paper with your word-processing software.

This template is user friendly. You can delete the text on this template and start typing right away, without bothering about the font, font size, margins and line-spacing. Moreover, works cited format is given for your quick reference.

**Parenthetical Citation - Prose**

When you refer to someone else’s work in your paper - be that reference a quotation, summary, or paraphrase - you should cite the original author in your text. MLA style requires parenthetical citations in the body of your text and a detailed works cited page at the end of your paper.

MLA format follows the author-page method of in-text citation. This means that the author's last name and the page number(s) from which the quotation or paraphrase is taken must appear in the text, and a complete reference should appear on your works cited page. The author's name may appear either in the text itself or in parentheses following the quotation or paraphrase, but the page number(s) should always appear in the parentheses, not in the text.

Example:

Wordsworth stated that Romantic poetry was marked by a “spontaneous overflow of powerful feelings” (263).

Romantic poetry is characterized by the “spontaneous overflow of powerful feelings” (Wordsworth 263).

Wordsworth extensively explored the role of emotion in the creative process (263).

MLA style requires you to place long quotations in a separate block of text called block quotations. In MLA style, a long quotation is defined as one comprising more than four lines of prose or more than three lines of verse. Block quotations are indented one full inch from the left margin of the paper. Do not use quotation marks for a block quotation; the format itself tells your reader that they are reading a quotation. At the end of the quotation, you need a parenthetical citation. For most quotations in MLA style, parenthetical citations come before the final punctuation mark of the sentence in which they appear, but for block quotations, the parenthetical citations appear after the final punctuation mark of the quotation. There’s an example below. If your block quotation contains multiple paragraphs, indent the first line of each paragraph after the first. Block quotations look like this:

The first man who, having enclosed a piece of ground, bethought himself of saying *This is mine*, and found people simple enough to believe him, was the real founder of civil society. From how many crimes, wars and murders, from how many horrors and misfortunes might not any one have saved mankind, by pulling up the stakes, or filling up the ditch, and crying to his fellows, "Beware of listening to this impostor; you are undone if you once forget that the fruits of the earth belong to us all, and the earth itself to nobody." (Rousseau 48)

**Parenthetical Citation – Poetry**

When you are quoting three lines or fewer from a poem, you may incorporate the quotation into the body of your paragraph. Use slashes (/) to indicate line breaks within the poem. Keep all punctuations intact as it appears in the poem. Use quotation marks to denote the beginning and end of the quotation.

If you have included the name of the poet elsewhere in your paper, do not include the poet's name in your parenthetical citation. Instead, include the first significant word of the poem's title, followed by the line number(s). This is especially important if you are quoting more than one poem by the same author in your paper.

Example:

Eliot immediately engages the reader with his use of the second person in the opening lines: “Let us go then, you and I / When the evening is spread out against the sky” (“Prufrock” 1-2).

However, if you have mentioned the title of the poem in the sentences immediately preceding you quotation, you can cite just the line number.

Example:

In his “The Love Song of Alfred J. Prufrock,” Eliot immediately engages the reader with his use of the second person in the opening lines: “Let us go then, you and I / When the evening is spread out against the sky” (1-2).

When you quote four or more lines of poetry, start the quotation on a new line, indent each line one inch from the left margin of your paragraph, and preserve all punctuations, spacings, and line breaks exactly as they appear in the original text of the poem. Do not use quotation marks, unless they are used in the poem.

Example:

Yeats, an Irish nationalist himself, knew several of the Easter Monday rebels personally, and he mentions them by name in his poem. He even notes his former nemesis, Major John MacBride. MacBride was briefly married to Yeats's love, Maude Gonne. Though he acknowledges MacBride's heroism, he does so begrudgingly:

A drunken, vainglorious lout

He had done most bitter wrong

To some who are near my heart

Yet I number him in the song; ("Easter" 31-34)

**Parenthetical Citation – Drama**

When quoting just one character, treat the quote as you would regular prose. Consequently, four or less lines of monologue are quoted as in-text citation while more than four lines of text are block quoted.

Example:

Estragon sets the tone and theme of Waiting for Godot with his opening line: "Nothing to be done" (Beckett 7).

When quoting verse plays that provide line numbers in the margin, such as those by Shakespeare, your citation should include act, scene, and line numbers rather than page numbers. Example:

Hamlet realizes, "the play's the thing / Wherein I'll catch the conscience of the King" (2.2.584-585).

When you quote dialogue, begin the quotation on a new line, set the quotation off from the body of your paper with one inch indentation and if a character's speech continues onto the next line of your paper, indent subsequent lines an additional 1/4 inch (about 3 spaces). Type the characters' names in capital letters followed by a period. Do not use quotation marks.

KROGSTAD. Yes, yes, yes, to the point: there's still time, and I'm advising you to

 use your influence to prevent it.

NORA. But Mr. Krogstad, I have absolutely no influence.

KROGSTAD. You haven't? I thought you were just saying –

NORA. You shouldn't take me so literally! How can you believe that I have any

 such influenceover my husband? (Doll act 1)

**Article’s Length**

Length **of the article should be between 5 to 12 pages, inclusive of works cited.** No other scripts (font) than English be used anywhere in the article. Do transliterate and translate the quotations from languages other than English. (Font size 12, Justified)

**Citation**

List the entries on your works cited page in alphabetical order by the first letter of the first line of each entry, usually the first letter of the author’s last name. The first line of each item should be left justified, but every subsequent line should be indented one half inch; this is called a “hanging indentation”.

**Acknowledgement**

The author wishes to thank A, B, C. This work was supported in part by a grant from XYZ.

## Works Cited

#### **A Book by One Author**

Last Name, First Name. *Title of the Book.* Place of Publication: Publisher, Year of Publication.

Medium of Publication.

#### Example:

Gleick, James. Chaos: Making a New Science. New York: Penguin, 1987. Print.

#### **A Book by Two Authors**

Last Name, First Name, and Second Author. *Title of the Book.* Place of Publication: Publisher,

Year of Publication. Medium of Publication.

#### Example:

Broer, Lawrence R., and Gloria Holland. *Hemingway and Women: Female Critics and the*

*Female Voice.* Tuscaloosa: U of Alabama P, 2002. Print

Gillespie, Paula, and Neal Lerner. *The Allyn and Bacon Guide to Peer Tutoring*. Boston: Allyn,

2000. Print.

#### **A Book by Three Authors**

Last Name, First Name, Second Author, and Third Author. *Title of the Book.* Place of

Publication: Publisher, Year of Publication. Medium of Publication.

#### Example:

MacLaury, Robert, Galina Paramei, and Don Dedrick. *Anthropology of Color: Interdisciplinary*

*Multilevel Modeling.* Amsterdam: John Benjamins, 2007. Print.

#### **A Book by more than Three Authors**

Last Name, First Name, et al. *Title of the Book.* Place of Publication: Publisher, Year of

Publication. Medium of Publication.

Or

Last Name, First Name, Second Author, Third Author, and Fourth Author. *Title of the Book.*

Place of Publication: Publisher, Year of Publication. Medium of Publication.

#### Example:

Plag, Ingo, et al. *Introduction to English Linguistics.* Berlin: Mouton, 2007. Print.

Or

Plag, Ingo, Maria Braun, Sabine Lappe, and Mareile Schramm. *Introduction to English*

*Linguistics.* Berlin: Mouton, 2007. Print.

***A Book with Multiple Editions***

Last Name, First Name. *Title of the Book.* Nth ed. Place of Publication: Publisher, Year of

Publication. Medium of Publication.

#### Example:

Gibaldi, Joseph. *MLA Handbook for Writers of Research Papers*. 7th ed. New York: Modern

Language Association of America, 2009. Print.

#### **A Translated Work**

Last Name, First Name. *Title of the Book.* Trans. Translator’s Name. Place of Publication:

Publisher, Year of Publication. Medium of Publication.

#### Example:

Foucault, Michel. *Madness and Civilization: A History of Insanity in the Age of Reason*. Trans.

Richard Howard. New York: Vintage-Random House, 1988. Print.

#### **A Piece in Translated Anthology**

Last Name, First Name. “Title of Short-Story/Poem/Essay/Article.” Trans. Translator’s Name.

*Title of the Book.* Place of Publication: Publisher, Year of Publication. Page Reference.

Medium of Publication.

#### Example:

Abbas, Mohammed. “Apple Orchard.” Trans. Frank Bond. *Anthology of Short Stories from*

*Middle East.* London: Progressive Thought, 2012. 83-88. Print.

#### **A Piece in Edited Anthology**

Last Name, First Name. “Title of Short-Story/Poem/Essay/Article.” *Title of the Book.* Ed.

Editor’s Name. Place of Publication: Publisher, Year of Publication. Page Reference.

Medium of Publication.

#### Example:

Burns, Robert. "Red, Red Rose." *100 Best-Loved Poems*. Ed. Philip Smith. New York: Dover,

1995. 26. Print.

***A Piece in an Anthology Edited by the Author of that Piece***

Last Name, First Name. “Title of Short-Story/Poem/Essay/Article.” *Title of the Book.* Place of

Publication: Publisher, Year of Publication. Page Reference. Medium of Publication.

#### Example:

Whitman, Walt. "I Sing the Body Electric." *Selected Poems*. New York: Dover, 1991. 12-19. Print.

***A Piece in a Compilation***

“Title of Short-Story/Poem/Essay/Article.” *Title of the Book.* Comp. Compiler’s Name. Place of

Publication: Publisher, Year of Publication. Page Reference. Medium of Publication.

*Example:*

“A Witchcraft Story.” *The Hopi Way: Tales from a Vanishing Culture.* Comp. Mando Sevillano.

Flagstaff: Northland Publishers, 1986. 33-42. Print.

***A Piece in a Translated and Edited Anthology***

Last Name, First Name. “Title of Short-Story/Poem/Essay/Article.” Trans. Translator’s Name.

*Title of the Book.* Ed. Editor’s Name. Place of Publication: Publisher, Year of Publication.

Page Reference. Medium of Publication.

*Example:*

Allende, Isabel. “Toad’s Mouth.” Trans. Margaret Sayers Peden. *A Hammock beneath the*

*Mangoes: Stories from Latin America.* Ed. Thomas Colchie. New York: Plume, 1992. 83-

88. Print.

***An Article in a Scholarly Journal***

Last Name, First Name. “Title of the Article.” *Title of the* *Journal* Volume Number.Issue Number

(Year of Publication): Page Reference. Medium of Publication.

Burgess, Anthony. “Politics in the Novels of Graham Greene.” *Journal of Contemporary History,*

*Literature and Society* 2.2 (1967): 93-99. Print.

***Web Sources***

Last Name, First Name (of Author/Editor/Compiler, if available). “Title of Short-

Story/Poem/Essay/Article.” *Title of the Website.* Publisher, Date of Publication (if

available). Medium of Publication. Date of Access.

*Example:*

Blake, William. “Tyger.” *The William Blake Archive.* Library of Congress, 28 Sept. 2007. Web.

20 March 2008.

Liu, Alan, ed. *Voice of the Shuttle.* U of California, n.d. Web. 15 May 2008.

Felluga, Dino. *Guide to Literary and Critical Theory*. Purdue U, 28 Nov. 2003. Web. 10 May

2006.

"How to Make Vegetarian Chili." *eHow*. Demand Media, n.d. Web. 24 Feb. 2009.

#### **An Article in an Online Scholarly Journal**

Last Name, First Name. “Title of the Article.” *Title of the* *Journal* Volume Number.Issue Number

(Year of Publication): Page Reference. Medium of Publication.

*Example:*

Wheelis, Mark. "Investigating Disease Outbreaks under a Protocol to the Biological and Toxin

Weapons Convention." *Emerging Infectious Diseases* 6.6 (2000): 595-600. Web. 8 Feb.

2009.