Name _____   **Teacher** _____   **Period** _____

GLADSTONE SECONDARY SCHOOL LIBRARY / STUDENT LEARNING COMMONS
Works Cited (based on *Modern Languages Association 7*) - Rubric

Accomplished	Capable	Developing	Beginning
Follows MLA format. Information must be complete & accurate. Includes only one type of the following errors: organization (not title), appearance (italics or underlining), punctuation, spelling.	Follows basic MLA format. Information must be complete & accurate. Includes only one or two types of the following errors: organization (not title), appearance (italics or underlining), punctuation, spelling.	Follows basic MLA format. Must be complete. Some information may be inaccurate. May include one "beginning" error AND one or two of the following errors: organization (not title), appearance (italics or underlining), punctuation, spelling.	Basic MLA format is not followed, including two or more errors in: title, spacing, appearance (not including italics or underlining), order, significant chunks of missing information.

Organization Works Cited title (correct wording, spelling, centered, not bolded, not underlined, same size font as body, not all capitalized), month should be abbreviated, no academic titles, only publisher name (no Inc., Press, Ltd., Co., Publications, Publisher), UP for University Press, follow MLA 7 format for print / database / website / image

Spacing - double- spaced, no extra spacing between citations, hanging indentation

Appearance - not numbered, no bullets or hyphens, not centered, capitalization (not all upper case, first letters of important words), should italicize *Book, Database* and *Website titles*, article titles should not be italicized, url should not be underlined, title should be italicized, consistent font / font size / colour of ink, no need to separate citations into sections,
should not underline Book, Database or Website titles

Order - alphabetical, within citation, author's name(s), date

Punctuation - periods, colon, comma, quotation marks, angle brackets, period inside quotation mark, parenthesis around date of database article.

Missing information / Completeness – author, title, database / web title, place of publication, pagination, volume number, issue number, copyright date/date of publication, publisher or sponsor, medium of publication, date of access, url, image not cited

Spelling – correct spelling

Accuracy - correct author, title, city, publisher, date, abbreviate months (do not abbreviate May, June, July), follow MLA 7 format for print / database article / website / image

Quality of sources – good variety of resources, too much dependence on online sources, print / database / journal article required, too much dependence on questionable / poor / uncertain / non-academic sites

In text citation – attribution included for facts / opinions / quotations / images not cited, use beginning words from citation in Works Cited, parentheses missing, no need for comma

Extra information - that is not required is included.