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Mrs. Baranoski

English 5/6, 2nd hour

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How to Format a Paper

There are several rules you must follow in order to meet the MLA requirements for formatting your paper. Use this example of first page set-up and the following stipulations:

--On page 1 and subsequent pages, indicate the page number in the upper right-hand corner including both your last name and the page number (Gedris 2, etc.) Notice there is no comma used.

--Double-space throughout the paper, except with quotations longer than four typed lines.

--No plastic covers, no title page

--Do not underline or use quotation marks around the title.

--Use 10 or 12 point type.

--use parenthetical references: author's last name and page number (Howard 24). Notice there is no comma used

--use one-inch margins on the sides and bottom; use one-half inch margins on the top