

Firstname Lastname

Instructor's Name

Class Information (English I)

17 October 2014

Center Title, Do Not Bold or Underline

Created by the Clifton High School Media Center. This is a template for formatting a research paper in MLA format. The paper has one-inch margins all around. Each page has a header of last name and page number. The paper will be double-spaced throughout, no extra space between sections or paragraphs. The entire paper, including the heading and title, needs to be in the same type and size of font. This template uses Times New Roman 12pt font. Because it is easy to read, this font is definitely appropriate for college essays. Make sure that the essay is left aligned, not fully justified. One space between sentences is standard; however, double-spacing between sentences is okay. Follow your instructor's preference in spacing and be consistent. Hit the enter key only once at the end of each paragraph.

In the MLA format, you document your research in parenthetical citations. This allows you to “acknowledge your sources by keying brief parenthetical citations in your text to an alphabetical list of works that appears at the end of the paper” (Gibaldi 142). Notice that in this brief citation the period goes after the parenthesis. The information in parenthesis should be as brief as possible. You will use the author's last name or a shortened title for unsigned works. If you used the key information (author's last name or the title of an unsigned work) in your text, do not repeat it in the parenthesis. Gibaldi explains:

The information in your parenthetical references in the text must match the corresponding information in the entries in your list of works cited. For a typical works-cited-list entry, which begins with the name of the author (or editor, translator, or narrator),

