First Name Last Name

Teacher's Name

Period

Date

<div align="center">Center Title, Do Not Bold or Underline</div>

The template was created by a DrivingDigitalLearning.com based on Kirby Rideout's original template. Follow this template to learn how to format a research paper in MLA format. A MLA formatted paper has one-inch margins all around. Each page has a header of author's last name and [insert> page number> upper right] page number located one-half inch from the top of the document, this template has two enter spaces from the top to achieve the one-half inch requirement.

Double-space the entire paper with 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 Google Doc's standard of Arial font 11 point type; however, your teacher may request Times Roman with a point size of 12. Both of these fonts are easy to read, these fonts are appropriate for middle school, high school and college essays.

A MLA formatted essay is left aligned, not fully justified, and includes just one space between sentences; however, a double-space between sentences is okay. The important thing is to follow your instructor's preference and be consistent. Remember to press the enter key only once at the end of each paragraph because your document is already double spaced..

In the MLA format, you indent each new paragraph and document your research using parenthetical citations. This involves placing source information in parentheses after a quote or a paraphrase including the author's last name, year of publication, and page or paragraph

numbers (LibGuides, 2).   Citing 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.

Typically, quotes should be as short as possible; however, if you choose to include a longer section of text If you have a long piece of quoted text 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), the parenthetical reference begins with the same name. . . . If the work is listed by title, use the title, shortened or in full. . . (238-239)

Notice how the long quote was set off by an extra one-inch margin rather than quotations marks, and in this case, the period goes before the parenthetical citation. Chapters 5 and 6 of the MLA Handbook give more information on works cited and parenthetical citation.

Scroll down to the next page to view the Works Cited page.

Works Cited

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