

## Self-revision checklist, part II

### MLA general guidelines

- \_\_\_ Typed
- \_\_\_ Double-space the text of your paper, using a 12 point font in which the regular and italicized font are distinguishable.
- \_\_\_ Leave only one space after periods or other punctuation marks.
- \_\_\_ Set the margins of your document to 1 inch on all sides.
- \_\_\_ Indent the first line of paragraphs one half-inch from the left margin. MLA recommends that you use the Tab key as opposed to pushing the Space Bar five times.
- \_\_\_ Create a header that numbers all pages consecutively in the upper right-hand corner, one-half inch from the top and flush with the right margin.
- \_\_\_ Use italics throughout your essay for the titles of longer works and, only when absolutely necessary, providing emphasis.
- \_\_\_ center your title
- \_\_\_ works cited should start on a new page, with a centered title: Works Cited. Entries should be in the appropriate form for the source, and reverse indented (see sample paper link below). **additional questions?** see <https://owl.english.purdue.edu/owl/resource/747/01/>

### sample paper, MLA format

[https://owl.english.purdue.edu/media/pdf/20090701095636\\_747.pdf](https://owl.english.purdue.edu/media/pdf/20090701095636_747.pdf)

### in-text citations

<https://owl.english.purdue.edu/owl/resource/747/02/>

### how to cite varied sources: web, books, magazines, etc

<https://owl.english.purdue.edu/owl/resource/747/01/>

- \_\_\_ Is your paper in proper MLA format?