Cranston High School West Library Media Center

--- MLA Formatting and Style Guide ---

- Print out your paper on white 8.5 x 11-inch paper.
- Double-spaced
- Times New Roman
- 12 point
- 1-inch margins
- 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.
- There is no separate cover page unless requested by your teacher.
- *The following is the format for the first page of your paper:*

Last Name 1

Student’s Name

Teacher’s Name

Subject

Date

Title of the Paper is Centered

This is what the heading, title and beginning paragraph on the first page of a research paper in MLA format should look like. Every line is double spaced. There are no extra line spaces. All other pages also have a header with each consecutive page number. The last page is the works cited page.
Works Cited


