

Student First Name Student Last Name

Mrs. Renner

English 3

15 September 2018

MLA Format

This is the format I'll use for ALL papers in high school. Remember 1" margins all the way around. For MLA format, always use Times New Roman 12 pt. type. Add a header and page number. Include a 4-line info block in upper left corner of all papers. Center the title and use absolutely NO **bold**, underline, or **fancy font**. Double space all the text and indent the paragraphs.

Never leave a single line of a paragraph at the top of a page. This is called an "orphan." Slightly adjust the page margins so the text fits on the previous page. As a rule, paragraphs should have AT LEAST three sentences. A page of text is approximately 250 words.



Do NOT indicate "The End" at the end of your essays! Remember to SAVE to more than one place. Be sure spelling and grammar checkers are turned on.

Don't type the info below:

*Practice an image insert. Copy & paste from Google Images and text wrap it. It's best to put images on the left or right margin. **Maintain the 1 inch margin** with image. To text wrap, select the image, select Wrap Text, choose 1/8.

***SAVE AS MLA FORMAT in Google Drive and print a copy to give me.**

