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| Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_ | Period: \_\_\_\_\_\_\_ |

MLA format

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| **1.** Use white \_\_\_\_\_\_\_ paper. | **A.** Double space |
| **2.** Make \_\_\_\_\_\_\_margins on the top, bottom, and sides. | **B.** Times New Roman |
| **3.** The first word in every paragraph should be indented \_\_\_\_\_\_\_\_ | **C.** 8 ½ x 11” |
| **4.** Indent set-off or block quotations one half inch from \_\_\_\_\_\_\_\_\_\_ | **D.** The assignment’s due date |
| **5.** Use any type of font that is easy to read, such as \_\_\_\_\_\_\_\_. Make sure that italics look different from the regular typeface. | **E.** the very last page |
| **6.** Use \_\_\_\_\_point size. | **F.** 12 |
| **7.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ the entire research paper, even the Works Cited page. | **G.** the left margin. |
| **8.** Leave one space after \_\_\_\_\_\_\_\_\_, unless your instructor tells you to leave two spaces. | **H.** periods and other punctuation |
| **9.** If choosing option one, creating an MLA heading, you’ll need to include four main components: Your full name Your instructor’s name The name and number of the course or class \_\_\_\_\_\_ | **I.** one half inch |
| **10.** The list of citations should be \_\_\_\_\_\_\_ of a research project or essay. | **J.** 1 inch  |