Ms. Burton

Mrs. Itaya

English 9A

16 August 2013

MLA Format

MLA document format includes attention to spacing, the font, the margins, the header, the first four lines, the title and indenting.

·         **Spacing:**all lines are double spaced (but don’t skip any lines)

·         **Font:**12 pt., Times New Roman

·         **Margins:**one inch on all sides

·         **Header:** contains the student’s last name and a running page number, justified right

·         **The first four lines:**lines 1-4 (justified left) contain the student’s name (first name last name), the instructor’s name, the name of the class, and the date (day Month year).

·        T**itle:** centered, in the same font as the rest of the essay—not bold, not italicized, not underlined

·         **Indenting:** all paragraphs are indented a half-inch

 Go to the [www.hartdistrict.org/valencia](http://www.hartdistrict.org/valencia). Click on the English department webpage. At the top of the page is a link that states English Department Writing Guide. Click there, and you will find another link for MLA Style. Under this link is more information on MLA formatting, and an example of a MLA formatted document.