Title of the Paper: This in Boldface

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ENG 000: Course Name

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Abstract

This is the abstract. It is a brief (100–250 word) summary of your paper. It occupies a page of its own, between the title page and the body of the paper. Shorter assignments do not need an abstract, so if you don't need to use it, simply begin with the body of the paper. The abstract will be a single paragraph with no indent at the first line. When you read journal articles, you will often see a "Keywords" paragraph below, but that is not necessary in most student papers.

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This is an APA sample page, which is different in several ways from the MLA format, chiefly in the title page (which isn't part of the MLA standard). APA also prefers sans-serif typefaces such as this one.

The layout here is very standard and should be acceptable in almost any university science or business course in the USA. It has a one-inch margin all the way around, and the type is Helvetica 11 point, double-spaced (though a few other typefaces are also acceptable). The first line of regular paragraphs is indented one-half inch, and the right margin is "ragged right," which means you do not have to do anything to make the right margin straight. The pages are numbered consecutively in the upper right corner. When a teacher gives an assignment to write a certain number of pages, the title page, abstract, and References page are not usually considered—only the body of the paper.

> This is a long direct quotation (40+ words). It is indented one-half inch, but the first line does not get any extra indent. It does not have quotation marks before or after because the indentation is enough of a signal that it's a quote. Note: You should probably be very wary of putting more than a couple of these into the paper—have a very good reason to do it. (The parenthetical citation would go here)

The References page always begins a new sheet, and the entries are alphabetized by the first item.

References

This is the format for a References page. Notice that the first line sticks out one half inch and

the rest of it is indented.