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Professor Allen

English 101

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MLA Format Sample

This is a sample to show you how a college paper looks. Another handout will give you specific instructions for making a paper like this, but the basics are Times Roman type (12 point size), double line spacing and a one-inch margin all around. We do not skip lines between paragraphs, but we do indent each new paragraph one-half inch. Do not worry about the right margin being ragged. That is just fine.

This is a format that nearly any college course in the country will accept. We actually *like* the essays to all look the same because they are more readable and we can judge the length very easily. We like the space between lines because we can write comments more easily. **Do not type the whole essay in boldface.** *Do not type the whole essay in italic.* Leave the fancy typefaces for greeting cards.

Immature tricks to make the paper look bigger (larger type, larger margins, and so forth) just make teachers angry. Please do not take half of the first page for that header. All you need is your own name, the name of the teacher, the name and number of the course, and the date. The point of this course is to develop good, interesting content, and enough of it—let your words be interesting, not your typeface. The first page of a paper formatted this way will be between 240 and 300 words, and each additional page adds from 320 to 380 words. Thus, a four-page paper (depending on your word length) would run between 1200 and 1440 words.