##### MODERN LANGUAGE ASSOCIATION (MLA)

##### FORMAT REQUIREMENTS

**ALL** PAPERS MUST BE FORMATTED IN THE FOLLOWING MANNER.

### HEADING – USE THIS FOR ALL PAPERS AND PROJECTS!!

PLACE THE HEADING IN THE UPPER LEFT CORNER. YOU MUST **PRINT** THE FOLLOWING INFORMATION IN THE HEADING:

 NAME

 TEACHER (MRS. POJE)

 CLASS AND PERIOD (ENGLISH 1 HON)

DATE (DAY MONTH YEAR - NO PUNCUATION)

 TITLE OF ASSIGNMENT

IF YOU **DO NOT** PUT YOUR NAME ON A PAPER YOU **WILL NOT** RECEIVE CREDIT FOR THE MATERIAL! KEEP THIS IN MIND EVERYTIME WE COMPLETE AN ASSIGNMENT!

### FORMAL PAPERS AND ESSAYS

FORMAL PAPERS AND TYPED ESSAYS MUST ALSO BE FORMATTED AS FOLLOWS:

 HEADING SHOULD BE AS LISTED ABOVE – ONLY ON FIRST PAGE

12 PT FONT

 TIMES NEW ROMAN

 DOUBLE SPACED

 1” MARGINS

 NAME AND NUMBER IN LOWER RIGHT CORNER OF EVERY PAGE