MLA First Page Formatting

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document. To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar.

MLA Formatting Tips

- MLA does not require a title page. On the first page of your paper only, in the upper left-hand corner, list your name, your instructor's name, the course, and the date. (See example above)

- Begin the body of your paper with a half inch indent by hitting the tab key one time. Each new paragraph should also be indented half-an-inch.

- The entire body of your paper should be double spaced with 12 point, Times New Roman font.

- Leave only one space after periods or other punctuation marks, unless your instructor requests that you do otherwise.

- Create a header that numbers all pages consecutively in the upper right-hand, one space after your last name.

Ask your teacher for requirements before formatting your first page.