

# MLA FORMAT: REVIEW

## ⦿ Heading goes on left side of paper

Your Name  
(space)  
Teacher Name  
(space)  
Advanced American History  
(space)  
1 September 2013  
(space)

(space)

**(INDENT)** Start writing. Make sure you skip lines when

you're writing.

**(INDENT)** Each new paragraph should have the first line

indented.

Last name page #

Last name 2

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The heading for every page after the first page is simply your last name and the page number in the TOP RIGHT HAND CORNER of each page. No punctuation separating the last name from the page number.

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# SELF-REVISION

- ⦿ Re-Read your entire paper...CAREFULLY
- ⦿ Mark ANYTHING that you need to fix
  - ⦿ Grammar/Spelling
  - ⦿ Sentence Fragments (incomplete sentences)
  - ⦿ Run-Ons (too much in one sentence w/out correct punctuation)
  - ⦿ Random Thoughts (anything that doesn't fit)
  - ⦿ Formatting (MLA format, spacing, indention...)
- ⦿ Go back through your paper, looking at your marks, and make the necessary corrections.
- ⦿ Write your final draft. Make sure you include all of your corrections!!!

# LAYOUT OF THE PAPER

- ⊙ Introduction: The introduction should start with an attention grabber (quote, question, anecdote)

The Introduction should include your thesis statement and then a general preview of the main points you will be discussing in your paper.

- ⊙ Body: The next section should be paragraphs about your main points. Each paragraph should start with a topic sentence and then have supporting details for the other sentences that make up the paragraph. Make sure all body paragraphs have your **analysis (how/why your info helps prove your thesis true)**.
- ⊙ Conclusion: The paper should always end with a conclusion. Restate your thesis and in different words restate the main points to the paper.
- ⊙ **End with a works cited page-should be on separate sheet attached to the back of the essay.**

# THESIS STATEMENTS

- ① Tells the reader what point or argument you are making.
- ① The thesis statement should be backed up by “points” that prove the statement true.
- ① The “points” should be backed up by specific information found from various research documents (class notes, texts, primary and secondary sources).
- ① Back up the points with your **analysis**.

# MLA IN TEXT CITATIONS

- ⊙ Citations: For every quotation or reference in the text of your paper indicate the author and page number of the work you are citing.
- ⊙ This is usually right after the quote or reference
- ⊙ Cite **ideas** even if it is not a direct quote
- ⊙ In general for history research essays you will probably have at least one reference per paragraph.
- ⊙ Examples:

One writer contends that “all men are created equal, but not all men live equally well” (Howard 421).

Howard insists that “all men may be created equal, but not all men live equally well” (421)

# MLA IN TEXT CITATIONS

- ① Even if you just paraphrase an idea from an author use a citation.
- ① Make sure all in text citations are sources included in the bibliography.
- ① If you have more than one author put both names separated with a comma and then the page number.
- ① If the quote is longer than three typed lines indent one inch on left margin
- ① Buy an MLA/APA Book!