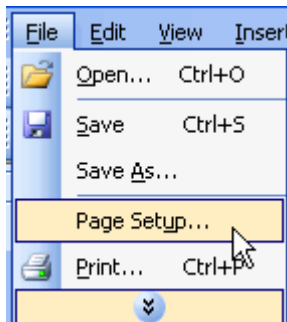
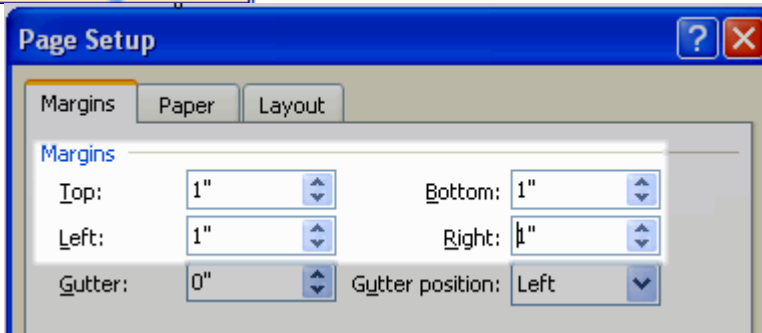


MLA Format for your paper

MARGINS: 1" all around. Set the margins by clicking on File > Page Setup



The Page Setup box will come up:



Change the margins to 1" and then close the box.

FONT: Times New Roman, 12 pt. is standard. With the permission of your instructor, you may also use Arial 12 pt. No other fonts may be used.

HEADING: MLA is very specific on the heading elements; Your name; Your instructor's name; Course name; Date in specific format. Here is an example:

Jane Smith

Miss Borrell

Health

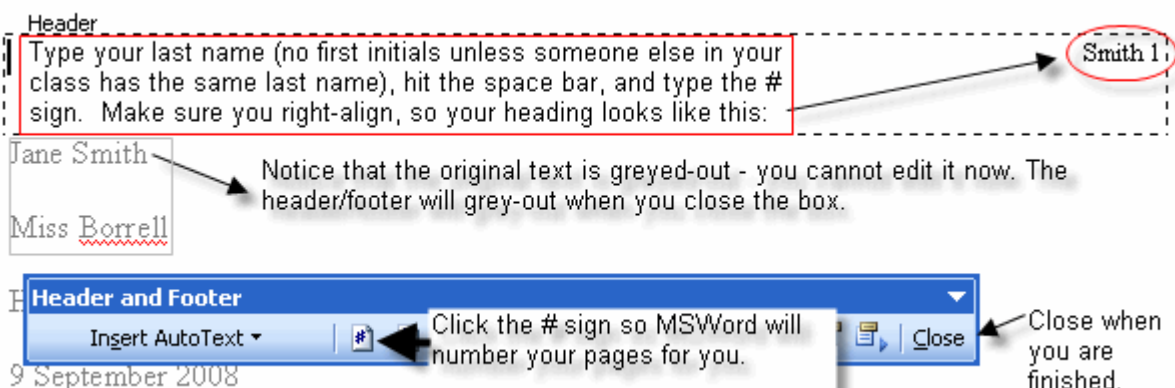
9 September 2008

Note the date format, the same as for your citations EXCEPT the month is fully spelled out.

Smith 1

Number your pages if over one.

NUMBERING PAGES: Use View > Header and Footer to type your last name and number the page.



SOURCES: Sources are listed in the Works Cited page. Sources must be:

- In correct MLA format. (Use the generator on the project page!!! Remember, if there is no author, leave that space blank in the generator.)
- In the “hanging” format
- Alphabetized
- Information from a database, like netTrekker, is noted as such in the citation (see example, last page)

HANGING FORMAT: Copy and paste your citations on to your Works Cited page:

Works Cited

Bruchac, Joseph, and Paul Morin. Lasting Echoes: An Oral History of Native American People. San Diego: Silver Whistle, 1997.

"The Trail of Tears and the Forced Relocation of the Cherokee Nation ". National Park Service. 29 Sep 2008

<<http://www.nps.gov/history/nr/twhp/wwwlps/lessons/118trail/118trail.htm>>.

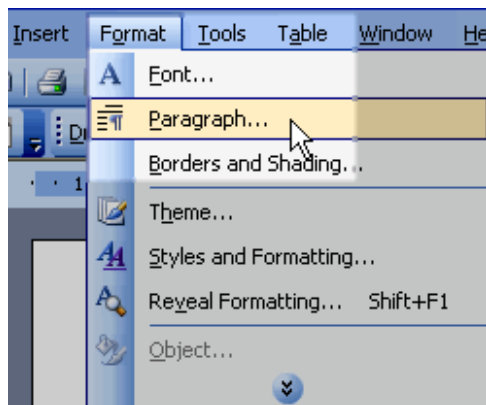
"Immigration...Native American: Destroying Cultures". Library of Congress. netTrekker. Thinkronize. Bishop Ludden HS Library, Syracuse, NY. 1 Oct 2008

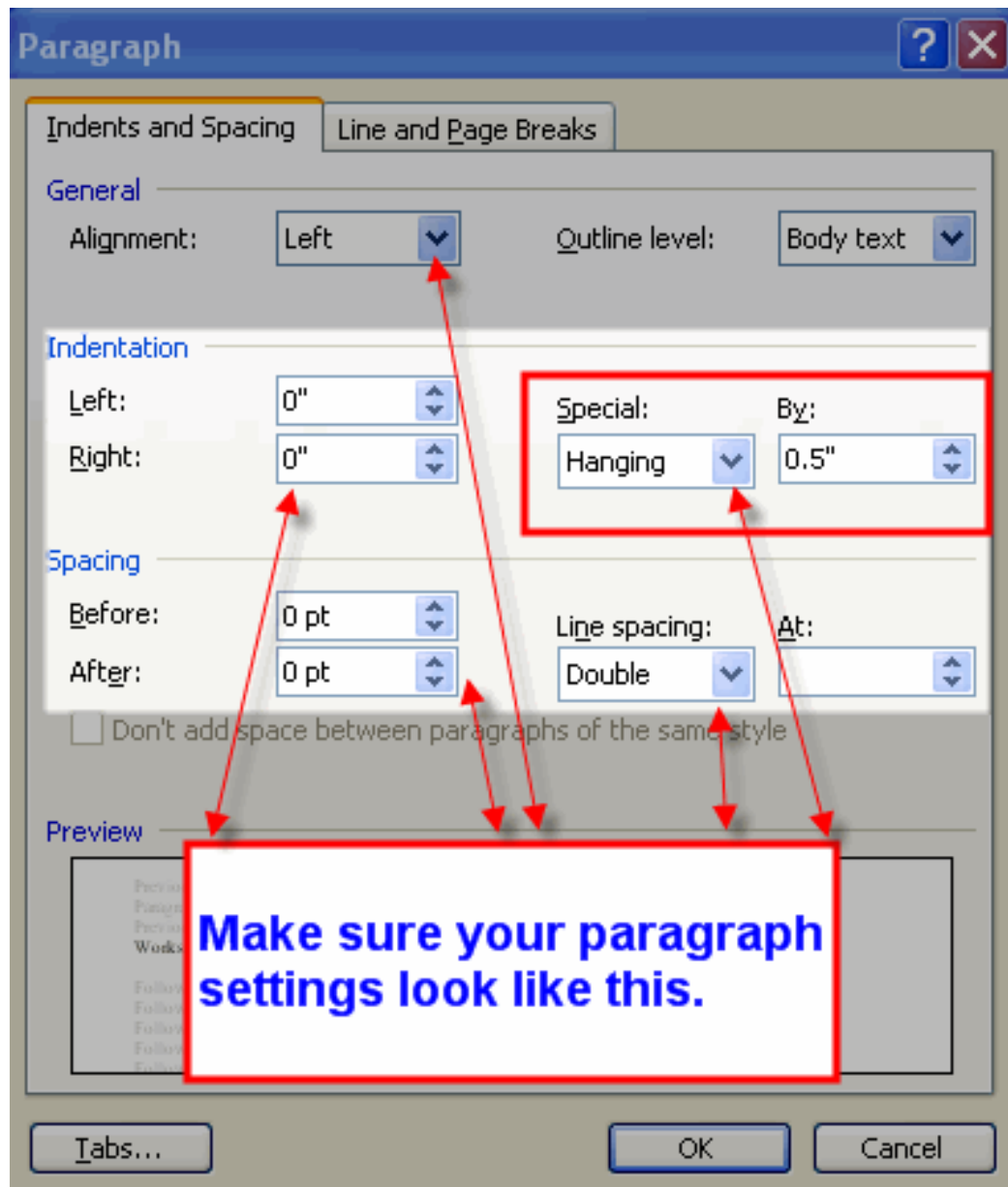
<http://memory.loc.gov/learn/features/immig/native_american.html>.

Babbitt, Jim. "TRADERS: Oral History Interviews". Northern Arizona University Libraries. 2 Oct 2008

<<http://www.nau.edu/library/speccoll/exhibits/traders/oralhistories/oralhist.html>>.

Highlight your citations. Go to Format > Paragraph





Check your paragraph settings

When your paragraph settings are correct, click ok. Your citations will now look like this:

Works Cited

- Babbitt, Jim. "TRADERS: Oral History Interviews". Northern Arizona University Libraries. 2 Oct 2008
<[http://www.nau.edu/library/speccoll/exhibits/traders/oralhist.html](http://www.nau.edu/library/speccoll/exhibits/traders/oralhistories/oralhist.html)>.
- Bruchac, Joseph, and Paul Morin. Lasting Echoes: An Oral History of Native American People. San Diego: Silver Whistle, 1997.
- "Immigration...Native American: Destroying Cultures". Library of Congress. netTrekker. Thinkronize. Bishop Ludden HS Library, Syracuse, NY. 1 Oct 2008
<http://memory.loc.gov/learn/features/immig/native_american.html>.
- "The Trail of Tears and the Forced Relocation of the Cherokee Nation ". National Park Service. 29 Sep 2008
<<http://www.nps.gov/history/nr/twhp/wwwlps/lessons/118trail/118trail.htm>>.

- Citations are alphabetized by whatever comes first in the citation, either an author or title.
- **Note how the database is included in the citation for the “Immigration...” website.**
- Use your generator! It will ask you for the correct information!
- Library website: <http://www.bishopludden.org/library>
- Click on “Research Projects”
- Find YOUR research project and click on it.
- Your generator is on your page.