

MLA Format Research Paper Checklist

Cover Page - My research paper includes a title page with the following information: **5 points**

Title of research paper
Course/Professor Information
My name
Date

Format - My research paper has been prepared using the following format standards: **5 points**

Typed in 12-point font, readable Font (Times New Roman or Arial), double spaced, black ink, one inch margins around, no extra spaces between questions

Introduction - My research paper includes an introduction that has: **10 points**

An interesting “hook” that captures attention, a strong thesis statement, no details/examples of the main points, no phrases resembling, “In this paper you’ll learn...” or “After reading this paper...”, should be 5-7 sentences

Body – Questions and Answers: **60 points**

My research paper contains accurate information from credible scholarly sources. These sources are timely and contain current information on my topic. This paper is written in my own words. *Note: I understand that if any part of this research paper has been copied from a source without proper citations, it is considered plagiarism. Plagiarism is a violation of the Student Code of Conduct, and I may be penalized for this.*

Conclusion - My research paper includes a conclusion that has: **10 points**

1. A logical closing that ties together the main points of my paper
2. a unique closing statement that does not repeat the opening statement and leaves the reader with something to think about.
3. No phrases resembling, “In this paper you have learned...” or “Now that you’ve read my paper...”

Works Cited Page – Use at least three sources including one print source (Textbook) **10 points**

Entries are alphabetized according to the author’s last name, entries are **not** numbered, entries should be double-spaced, and entries should be formatted with a “hanging indent”.

Below are two samples to follow when typing up your Works Cited page

The diagram illustrates the MLA citation format with the following components and annotations:

- Header:** Located at the top right, it reads "Abilock 12". An annotation "Header: Last name and page number" points to it. A "1/2\" Margin" is indicated above the header.
- Section Header:** The title "Works Cited" is centered. A "1\" Margin" is indicated above and below it. An annotation "Double-space between title and first citation" points to the space between the title and the first entry.
- Citation 1:** The first entry is "Allington, Richard L. Big Brother and the National Reading Curriculum: How Ideology Trumped Evidence. Ed. Richard L. Allington. Portsmouth, NH: Heinemann, 2002. The ideological push toward a "national reading curriculum" is misguided and dangerous according to the authors in the collection. A varied and compelling series of essays about testing, accountability and federalization of education which could be used in a teacher study group on education reform." The entry is preceded by a "1\" Margin" and followed by a "1\" Margin". The text is preceded by a "1/2\" Indent". An annotation "Double-space throughout, including the annotation" points to the text of the citation.
- Citation 2:** The second entry is "Balajthy, Ernest, and Sally Lipa-Wade. Struggling Readers: Assessment and Instruction in Grades K-6. New York: Guilford, 2003. Identifies a useful continuum of struggling readers beginning with children who do not understand what readers do, through children

No author given,
use title of
an article

Works Cited

Smith 7

“Analysis: Effects of divorce on children. (3:00-4:00 PM) (Broadcast transcript).” *Talk of the Nation*. National Public Radio, 2002. NA. *Opposing Viewpoints Resource Center*. Gale. Maricopa County Community College. 22 March 2008
<<http://find.galegroup.com>>.

Authoring
Organization

Council on Families in America. “Divorce Harms Society.” *Current Controversies: Marriage and Divorce*. Ed. Tamara L. Roleff and Mary E. Williams. San Diego: Greenhaven Press, 1997. *Opposing Viewpoints Resource Center*. Gale. Maricopa County Community College. 22 March 2008

Typical
author

<<http://find.galegroup.com/>>.
Fagan, Patrick F. “Single-Parent Families Are More Likely to Be Poor.” *Contemporary Issues Companion: Inner-City Poverty*. Ed. Tamara L. Roleff. San Diego: Greenhaven Press, 2003. *Opposing Viewpoints Resource Center*. Gale. Maricopa County Community College. 22 March 2008
<<http://find.galegroup.com>>

Below are some websites that maybe helpful in citing your sources.

<http://www.citationmachine.net/mla/cite-a-website> and <http://www.easybib.com/>