

Modern Language Association (MLA) 9th Edition Format and Documentation

This handout covers the most common elements of MLA 9 formatting and documentation. For further information, consult the *MLA Manual*, 9th edition, or visit the MLA website: <https://www.mla.org>.

Formatting Your Paper (see sections 1.1-1.7 in MLA 9)

- ✓ **Margins:** All margins (top, bottom, and sides) should be set at 1 inch, with .5 inches between the page number and top margin.
- ✓ **Typeface and Font:** An easily readable typeface, such as Times New Roman (TNR) and anywhere between 11 and 13 point font (unless your instructor specifies a typeface and/or font).
- ✓ **Page Numbering:** Provide the page number flush right in the running head preceded by your last name by selecting **insert > page numbers**. If a project has several authors and all authors' surnames do not fit in a running head, include only the page number (the same font and typeface as the paper).
- ✓ **Spacing:** Unless otherwise indicated, the entire document should be double-spaced (including the Works Cited page). Adjust Microsoft Word's default line spacing: **Home> Paragraph> Line Spacing Options> Spacing> After> 0 pt.**
- ✓ **Headings and Subheadings:** Subheadings are flush with the left margin. Each heading level should appear in the same appropriate style and size (level styles below). Avoid using all capital letters for headings or numbers and letters to designate headings unless doing so is conventional in the discipline you're working in. No heading level should have only one occurrence (exceptions are the paper or chapter title, headings for notes, and works cited).

Heading Level 1

Heading Level 2

Heading Level 3

- ✓ **Title Page:** A title page is only required for group authored papers/projects (unless your instructor asks for a separate title page). Instead, the first page of the paper should begin with four double-spaced lines flush to the left margin that indicate: your name, the name(s) of the course instructor(s), the name and number of the course, and the date (in this order). The title of the paper should be on a separate line, centered and in Title Case (see sample below).

Example formatting modified from Antonia Peacock's essay in *They Say, I Say* 486 Edition (147-164).

1-inch margin on top, bottom, and sides of the paper

.5-inch margin between top of paper and page no.

Peacock 1

Antonia Peacock
Dr. Gerald Greff
ENGL 4B
18 May 2022

Your last name and page # in the header

Family Guy and Freud: Jokes and Their Relation to the Unconscious

While absorbing the flood of the information after a long day, you probably don't think a lot about famous parodies of the twentieth-century. Nonetheless, those figures don't come up often in your time—in your day—in TV programming. Whether you're watching *Living Letters* or the *Weekend Update*, the likelihood is that you are not thinking of Sigmund Freud, even if you've heard of his book *Jokes and Their Relation to the Unconscious*. I say that you should be.

What made me think of Freud in the first place, actually, was *Family Guy*, the cartoon created by Seth MacFarlane. (Coincidentally—they watch me here.) Any of my friends can tell you that this program holds endless fascination for me, as a matter of fact, my high school tag-along "jester" was the baby Dennis Griffin, a character on the show (see Fig. 1). Unfortunately enough, I have almost reached the point at which I can perform my own versions of several episodes. I have even written that utopia the show for free, and I will refuse to accept the first *Family Guy* DVD as a thank-you gift in 2004. Before I was such a devotee, however, I was intensely opposed to the program for its particular brand of humor.

Indent each paragraph 2 spaces or 1 tab.

No extra spacing between paragraphs

Mla Guidelines For Documentation Edition

Julia Schneider



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Handbook of Technical Writing, Tenth Edition Gerald J. Alred,Charles T. Brusaw,Walter E. Oliu,2012 Combining guidance for writing over 40 types of professional documents with thorough coverage of grammar usage and style the Handbook of Technical Writing functions as both a writer's handbook and a complete guide to technical communication It provides quick access to hundreds of topics and scores of sample documents and visuals publisher's note

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Encouraging students to write about topics for which they have a passion or personal connection this text emphasizes the importance of primary research in developing writing skills and abilities Authors Lyn e Lewis Gaillet and Michelle F Eble have built a pedagogical approach that makes archival and primary research interesting urgent and relevant to emerging writers Students are able to explore ways of analyzing their findings and presenting their results to their intended readers With in text features to aid students in understanding primary research and its role in their writing chapters include special elements such as Communities in Context Profiles of traditional and digital communities that help students understand the characteristics of communities and group members Profiles of Primary Researchers Spotlights on professionals giving an illuminating look into the role primary research plays in real world research and writing Student Writing Examples of exemplary student writing that demonstrate how research can be relevant engaging and interesting with annotations Invention Exercises Exercises designed to help students locate primary investigation within communities that they already understand or find appealing Writing Exercises Writing exercises that offer students practice in exploring communities and investigating primary materials Readings Annotated readings with questions to guide analysis pulled from a variety of rich sources that give students inspiration for undertaking their own research projects This text has a robust companion website that provides resources for instructors and students with sample syllabi chapter overviews lecture outlines sample assignments and a list of class resources Primary Research and Writing is an engaging textbook developed for students in the beginning stages of their academic writing careers and prepares its readers for a lifetime of research and writing

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