MLA Page Format for Essays

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MLA Format

“MLA” is an abbreviation for the Modern Language Association.

“MLA Format” can refer to:
1. MLA page format guidelines for typing papers
2. MLA documentation format for research papers
MLA Page Format for Typing Essays

MLA page format for typing essays explains how words should be typed and arranged onto the page(s) of an essay or other paper.

Should I type my name at the beginning or the ending?

Should I type the date in numbers (2/11/12) or with the month spelled out (11 February 2012)?

Should I use an italic or a regular font for the title of my paper?

The writer’s name is typed at the beginning of a paper.

The date follows this format: 11 February 2012.

A regular font is used for the title of a writer’s paper. An italic font or quotation marks are used for references to other writers’ titles.
MLA Page Format Guidelines

- **Spacing**: Double spacing throughout the paper, including titles, headings, and Works Cited pages
- **Margins**: 1-inch for the top, sides, and bottom of each page
- **Page header**: ½ inch from the top and 1-inch from the right side
- **Font type**: An easy-to-read, regular font, such as Times New Roman
- **Font size**: 12 point (unless the audience requests a different size)
- **Paragraphs**: 5-space indent to indicate the beginning of a paragraph
- **Long quote**: 10-space indent for all lines of a quote that is at least 5 lines long
- **Paper**: White, 8½ by 11 inch
Margins, Indents, and Spacing

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

½ inch margin at the top of a header

5-space indent for a new paragraph

1-inch margin on the right side of a header

10-space indent for a long quote

double spacing
First Page Format for the Header and Title

Top left corner:
- writer’s name
- professor’s name
- course
- date

Top right corner:
- writer’s last name
- page number

Centered:
- title

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Greek
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Choosing a College

With the large number of colleges available, choosing the correct one can be difficult. Large universities, small colleges, and community colleges all can be beneficial to students who are pursuing a higher education. Deciding on the best college can be accomplished by analyzing one’s educational goals, conducting research, and thinking about finances.

Analysis of one’s goals includes making decisions about short-term goals, long-term goals, a possible career, and an appropriate major. . . .
Second and Later Page Format for the Header

Top right corner:
writer’s last name
page number
MLA Page and Documentation Format for Research

Both correct page format and correct documentation format are needed for research papers.
MLA Page Format for Research Papers

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

5-space indent for a new paragraph

10-space indent for a long quote

½ inch margin at the top of a header

1-inch margin on the right side of a header

Double spacing, as well as margins and indents, are the same for research papers and non-research papers.
Works Cited Page Format for Research Papers

Top right corner:
writer’s last name and page number

Centered: Works Cited

Alphabetical order: all of the cited sources

No indent: the first line of each source

5-space indent:
the second and later lines of each source

Double spacing: the whole page

Same margins as the other pages
“MLA documentation format” refers to the use of in-text citations and Works Cited page entries. The citations and Works Cited entries describe all of the sources of a paper’s borrowed words and/or ideas.
The Writing Center at the Community College of Rhode Island has more online resources, including handouts and PowerPoint presentations with added information about the MLA documentation system, in-text citations, and Works Cited pages.
Contact Information

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