John Q. Student

Professor Doe

English 344

8 May 2000

<div align="center">Your Title Goes Here</div>

This template contains pre-settings for the essential features of MLA format: margins, indentations, font, line spacing, and widow/orphan control (see The Research Process 159-61). To use this template, select "File--Save As" and save the template under a new name. Then use type-over insertions to replace the header, information block, and title. Finally, replace the text in the body of the template by using type-over insertions, or delete the body text in blocks. (Hint: Leave the sample block quotation in place to preserve its paragraph indentation as a model. Use type-over insertions in the bibliography to preserve the hanging indentations.) Here, then, is a sample block quotation:

> A quotation that occupies more than four typed lines should be indented one inch (or ten spaces) from the left margin. It should be double spaced, without quotation marks at the beginning and end of the quoted material. Its right margin should be set at 1". Its parenthetical citation should be placed after the block's last item of punctuation. ("Source" 16)

I suggest printing this template to make sure that your printer is properly configured to produce an MLA page. It should produce 27 lines on this page, plus the header.

Works Cited

Doe, Jane Q. "Title of an Article." Title of a Magazine 12 Aug. 1999: 23.

Doe, John R. "Title of an Article." Title of a Scholarly Journal 18 (1987): 112-28.

Lastname, Firstname. Title of a Sample Book. City: Publisher, year.

Maner, Martin. "Women and Eighteenth-Century Literature." 14 Apr. 1999. Wright State University. 9 Aug. 1999 <http://www.wright.edu/~martin.maner/18cwom99.html>.

[Designed for Word 97.]