



# The "Write Place" AAMU

# APA FORMAT

On the first page, you should have the words "Running header" and then the name of essay. Make sure to select different first page before you type anything into the header on the first page.

Now, only the short title in capital letters is in the header.

No Indent for the Abstract

Title of the paper goes on the first line of page 3, centered (not bolded)

Indent 1/2 inch at the beginning of each paragraph

Level 2 headers have their own line, are fully left-aligned, and typed in bold. Each word starts with a capital letter

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Running Header: ADA FORMAT 1

Title Page Name

ADA FORMAT 2

Abstract

The abstract is a very brief description of your entire paper. It goes on the second page after the title page, and is the only thing on the second page. It is usually about 120-200 words. First, explain the problem. Next, tell the reader how it was addressed. Then explain the key findings and finally the major conclusions and any practical or theoretical implications based on the data. Because it is a summary of the entire paper, it is usually a good idea to write the abstract last. The abstract should be very specific and concise. It should also be self-contained if you choose to use an acronym in the abstract, such as the American Psychological Association (APA), you must first define it. This is true even if you define the acronym later in the paper.

ADA FORMAT 3

This is the Title of My Example APA Paper

The first section of an APA paper is the introduction. Notice that the title is the header for this section. You should not include a header that says "Introduction" when writing an APA paper.

In the introduction, you present the topic you will be discussing, include a detailed review of literature that has already been published on the topic, briefly introduce the topic you will present in your paper and finally propose results.

How to Prepare Research

In this section, discuss one of the major points of your paper. This section can be as long or as short as you need. You can have several level 2 headings.

Include the page number. you can do this by clicking "Page #" in the header/footer menu of Microsoft Word

The word "Abstract" goes on its own line centered

Use Times New Roman or serif font, 12pt size, with 1 inch margins on all sides of the page. Double space your paper AND make sure to remove any extra spaces between paragraphs. To do this, go to Format, then Paragraph. Where it says "Spacing" put 0s in the "Before" and "After" boxes. Change line spacing to "double."

Level 1 headers have their own line, are centered, and typed in bold. Each word starts with a capital letter

