

WRITTEN RESEARCH PAPER GUIDELINES

Microsoft Word

Printed BLACK on white paper (US Letter or A4)

12 pt FONT

1" Margins on all four sides

1.5 Line Spacing

Spell Check

Grammar Check

Correct punctuation

Proper citation of sources

Bibliography (when appropriate, to support citations)

Page numbers upper right side

Properly name and save each version of your Draft (Name v1, Name v2, etc)