**MLA 9 Formatting and Resource Guide**

**Prepared by Mount Baker Secondary Staff Members**

**MLA 9 is the most current resource for citations in English Language Arts. Over the years, many changes have taken place, and this guide attempts to address those changes and serve as a guide for student research.**

**General Guidelines**

* Double-space the text of your paper, and use a legible font (e.g. Times New Roman). MLA recommends that the regular and italics type styles contrast enough that they are recognizable one from another. The font size should be 12 point.
* Indent the first line of paragraphs one half-inch (using the Tab key) from the left margin.

**Formatting the First Page of Your Paper**

* Do not make a title page for your paper unless specifically requested.
* Double-space throughout the paper (header, title, and the text of your paper).
* In the upper left-hand corner of the first page, list your name, your instructor's name, the course, and the date.
* Double space again and center the title. Write the title in Title Case (standard capitalization), not in all capital letters.
* Double space between the title and the first line of the text.
* To insert page numbers, click on the header, then “Insert” and “Page Number.” Choose “Top of Page” and then select the style with the number on the right. To add your name in a running header, click before the page number on your document, then add your name and a space.

**Formatting Your Works Cited Page**

* Works Cited heading is centered and in the same font as the rest of the page (no bold, underlining, larger font, etc.).
* List is alphabetized by author’s last name or by title if no author is listed.
* The abbreviation n.d. (lowercase) indicates no date listed.
* Seasons begin with lowercase letters in citations (e.g. spring 2021).
* First line of each entry is at the left margin with other lines having a ½” indent (hanging indent).
* Double spacing is used throughout.
* A list with three or more authors is listed by the first author’s name and the abbreviation “et al.” is used for others.
* Titles are capitalized according to English conventions, not necessarily how it is shown (e.g. “New elephants settling into home at Sedgwick County Zoo” would be written “New Elephants Settling into Home at Sedgwick County Zoo”).
* Always check with your instructor to make sure that the formatting is to his or her specific specifications.

 Catlin 1

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English 106

3 August 2017

Cell Phones Should Be Banned from All Schools

In the 1990s when cell phones were first becoming household products, the phones were large, bulky, and quite frankly, ridiculous. The stereotype was that only pretentious business people carried the gigantic “brick phone” (Rosen 47). Oh my, how the times, and the phones, have changed. Today’s cell phones are sleek, slim, bendable, and contain as much data as a 1990s personal computer (25). Cell phones are ubiquitous in our society, and some question why there is a debate regarding whether or not they should be allowed in high schools. The answer is simple – cell phones have no place in a high school, or any school, due to the addictive nature of the medium, the easy ability to use the medium for cheating, and the fact that the medium allows for, and encourages, cyber-bullying.

 There are many addictions and disorders that we are aware of in our world. The newest, and most insidious, is Narcissistic personality Disorder, also known as NPD (“Narcissists and the Cell Phone Game”). NPD is fostered by the use of medium that help to engender a sense of belonging and popularity, especially among tweens and teens (Rosen 52). This group appears to be the most at-risk and vulnerable due to their age and immaturity. The other “I-disorder” is FOMO, also known as “Fear of Missing Out” (36). Because students are suffering, oftentimes unknowingly, from these disorders, they are very open to the distractions that their cell phones

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