

Academic Fair Research Paper

Typing Requirements

- Typed and double spaced
- 1 inch margins
- 12 pt. font size
- Black ink only
- Times New Roman font

Page numbers

- Title page and first page DO NOT have page numbers.
- Every other page has page numbers.
- Bibliography has a page number.

Bibliography

- Contains name and information on every source.
- Sources appear in ALPHABETICAL order according to the Author's last name, the editor's name, or the first word of the item given if no author.
- Follow correct format.
- Single spaced with double spacing in between various sources.
- Second line of bibliographical information is indented, NOT THE FIRST LINE.
- Editor's name(s) may be substituted if no author followed by "ed."

Direct Quotations

- Must be cited using parenthetical citations.
- Book EX. *Gandhi believed that all persons are capable of changing the world. "I have not the shadow of a doubt that any man or woman can achieve what I have if he or she would have the same hope and faith," (Smith, 152).*
- Quote given followed by author's name and page number.
- WRITER FOLLOWS THE QUOTE WITH AN EXPLANATORY SENTENCE.
- Do NOT say, "This quote means..."

Direct Quotations Web document

- Direct quote must be in quotation marks.
- Web document, use the author ,date format ex. (Degelman, 2000)
- No author, use first few words of title ex. (The Great War, 2001)
- If no date is provided, use "n.d." in place of the date ex. (Gender and Society, n.d.)

Title Page

- Center title; be sure to capitalize all important words
- Lower right corner type name, History, Science, or Fine Arts (add area), date

Miscellaneous Notes

- Do not include title and purpose in the paper
- Cite all statistics
- Do not use contractions or abbreviations
- Use only third person pronouns
- Write 1900s not 1900's
- Type out in words all numbers from 0-99

Introduction and Conclusion

- Introduction has overview of main topics of the paper. Be sure to have thesis statement.
- Introduction doesn't contain a large amount of specific information.
- Conclusion wraps up main points of the paper without introducing any new ideas.

Grading Criteria

- Meets BUT DOESN'T EXCEED 3 pages grade 7 or 4 pages grade 8.
- Bibliographical information is complete and correct.
- Written in student's own words or properly cited.
- FULLY PROVES SIGNIFICANCE/PURPOSE OF PROJECT.
- Facts are organized and logically arranged.
- Has introduction, body, and conclusion with transitions.