

Title of Your Research Paper:

Subtitle of Paper

First Name Last Name

Course Number and Name

Due Date (Month Date, Year Format)

Introduction

Leave two blank lines between the title and the first paragraph. The first sentence in each of your paragraphs is also indented. In author-date style, insert a citation whenever you need to show the source for something you wrote, or quoted in parentheses using just the author's last name and the year of the work (Smith 2022). Notice that there is no comma between the author's name and year. You can also include relevant page numbers, if appropriate or instructed by your professor, after a comma (Smith 2022, 15-16). Use et al. in parenthetical citations for four or more authors, using only the first author's last name, then et al., followed immediately by the year (Smith et al. 2022, 16).

Additional paragraphs should automatically indent, but if they do not, tapping the tab key should move the first line of your paragraphs one half inch. Also, the references page is set to automatically have a hanging indent. If you paste a citation there, be sure to select "match destination formatting" when presented with the clipboard icon, to keep these settings. Enjoy the template!

References

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First Author's Last Name, First Name. "Article Title: Subtitle if Any." *Journal Title* Volume, Issue (Year): Page range of article. DOI **OR** Database name. **(This was a template for a journal article from a database)**

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Note: For multiple works by the same author(s), replace the author or authors' names with a 3-em dash in all the entries after the first.

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Author's Last Name, First Name or Site Owner. "Title of Page: Subtitle." Date of Publication or Revision (insert n.d. if neither is available). Accessed Date of Access (if undated – format is Month Date, YYYY). URL. **(This was a template for a website)**

Note: Sources must be in alphabetical order by the first author's last name. For sources with more than ten authors, include only the first seven in the bibliography, followed by *et al.*

Note: If your instructor's preferred style differs from this suggested style, always follow your instructor's directions.