

Writing

(once you've chosen a question: click on question for the answer, once you are in an answer, click on arrow to get back to main jeopardy page)

General Citations	Works Cited	Format
<u>10</u>	<u>10</u>	<u>10</u>
<u>20</u>	<u>20</u>	<u>20</u>
<u>30</u>	<u>30</u>	<u>30</u>
<u>40</u>	<u>40</u>	<u>40</u>
<u>50</u>	<u>50</u>	<u>50</u>

What is an “in-text
citation”? What is
its purpose?



- In giving credit to the source, you are pointing the reader of your paper to the Works Cited page which will then give the source of the information.



What information should
the in-text citation give to
the reader (ie: where
should the in-text citation
direct the reader)?



- Enough information to find the source on your Works Cited page and the exact location of the information (like a page number)



When citing a
book in your
paper, what must
ALWAYS
be included?



- A page number (and NO other punctuation)



Generally
speaking, how
much information
goes in an in-text
citation?



- As little as possible



Where does the
period go when
using an in-text
citation, and WHY?



- **AFTER** the citation because the citation is part of the sentence.



What is the
purpose of the
Works Cited page?



- To concisely give the reader the appropriate information to locate the source cited in the paper.



How are the cited sources
ALWAYS ordered on the Works
Cited page?



- Alphabetically (according to the last name or first word in the citation)



Which is correct when listing
sources on your Works Cited page:

Using numbers

Using bullets

Neither



- There are NO numbers/bullets, the sources are listed alphabetically.



What is a hanging indent and
what does it have to do with
your Works Cited page?



- A hanging indent looks the opposite of a traditional paragraph – the first line has no tab and the second (and any subsequent lines) are tabbed (see below)

Gillespie, Paula, and Neal Lerner. The Allyn and Bacon Guide to Peer Tutoring. Boston: Allyn, 2000.



What title should you have on
your Works Cited page and
how should it be formatted?



Works Cited

Centered

NO bold, NO italics

NO fancy font



What is the correct heading
for a typed paper in a
Humanities class (ie: MLA
format)?



Your Name

Teacher/s Name

Class Name

Date (fully written out)



What should the line-spacing for ALL of your paper be? (and what are all the parts of the paper that require this spacing?)



- **EVERYTHING** should be double-spaced with **NO EXTRA SPACES ANYWHERE**
- Everything being: the heading, the essay, and the Works Cited page.



What should the margins of a paper be set at? (and what is the problem with Word and margins?)



- All margins must be set at one inch
- In Microsoft Word, the default is 1.25 inches, you must manually change it



Should you “justify” your
paper? (and what is “justify”?)



- NO!

- It is the option to have your paragraphs look like nice blocks on your page (it is what newspapers use...)



What are some of the best sites
for finding MLA information?



- Purdue University – OWL
- Cornell University
- University of Washington (a quick guide)
- Feel free to use sites like Citation Machine, BUT be sure to check with the above sites to confirm the accuracy of what is produced with an online citation creator.

