

	MLA (Modern Language Association)	APA (American Psychological Association)
Users	Humanities	Social Sciences
Spacing	Double-space everything	Double-space everything
Margins	One-inch margins on left, right, top, and bottom	One-inch margins on left, right, top, and bottom
	Indent paragraphs one tab	Indent paragraphs one tab
Paging	In the upper right-hand corner, type your last name, a space, and the page number. (Use Insert Page number to automatically number all pages in the document)	In the upper left-hand corner, type the first two or three words from the title in capital letters and in the right-hand corner insert the page number. (Use Insert Page number to automatically number all pages in the document)
Title Page	No separate title page	Title page has four parts: Running head, title, and byline and intuitional affiliation
	Set the heading at one inch from the top edge of the paper. Double-space all lines of the header. Include in the header: Your Name, Instructor's Name, the Course Number, and the Date. Some instructors will also want to the assignment identified.	The title page is numbered page one. At the top edge of the paper, type Running head: and then an abbreviated title in all capital letters. Type and center the title in the upper third of the page. One double-space below the title, center and type your name, one double-space below the name, type the name of the institution.
Abstract	No abstract unless required..	No abstract unless required. Abstract follows title page. Abstract is page 2 of the document. Center the title Abstract one inch from the top edge of the paper. Type the abstract as a single paragraph in block format (no paragraph indentation). Do not exceed 120 words for the abstract.
Title	Set title in Upper and Lower Case Letters – do not use bold, quotation marks, or italic type face. Center the title between margins one double space below the last line of the heading.	On page three, center the paper's full title one inch from the top edge of the paper with Upper and Lower Case Letters.

Text	Text begins one double space after the title with the first line of each paragraph indented one tab	Text begins one double space after the title on page three with the first line of each paragraph indented one tab
Tense	Present: Smith claims . . .	Past: Smith claimed . . .
Parenthetical Citations	Use author's last name and page number only. (Harte 23)	Use author's last name, year, and page number. (Harte, 1978, p. 23) For paraphrase, use author's last name and year only.
Sources Used	The Works Cited is placed at the end of the document on a new page. It is numbered to follow the last page of text for the paper. Begin with author, giving full names for authors. Date is ordered as day month year. Month uses three-letter abbreviations. Use and before last author in list. Dates are generally found last in the entry.	The References list follows the text of the paper and is placed before Tables and Figures. The page number follows the last page of the text. Begin with author. Use initials only for first and middle names. Date is in ordered as year month day. Use the ampersand (&) before the last author in the list. Dates are placed directly after the author(s).
Abbreviation	Abbreviate states in the Works Cited using the two letter postal abbreviations	Abbreviate states in the References using the two letter postal abbreviations
Article Titles	Place article titles in quotation marks and use upper and lower case when capitalizing.	Do not use bold, italics, or quotation marks to identify article titles in the Reference page. Capitalize only the first word and proper nouns. Capitalize the first word after a colon in the title.
Alphabetical	Arrange Works Cited in alphabetical order by author's last name or title of the article. Do not use <i>a</i> , <i>an</i> , or <i>the</i> to alphabetize.	Arrange References in alphabetical order by last name of author or title.
Hanging Indent	Use Hanging Indent for Works Cited	Use Hanging Indent for Works Cited
Multiple works by same author	Works alphabetical, three hyphens and a period for name	Works chronological, name repeated for each entry