**Complete Title of Your Paper – Centered in Upper Half of Page,**

**Calibri 11-Point Font, Important Words Capitalized**

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 The body of your paper, including the cover page, is typed in Times Calibri 11-point font. You will double space the entire paper and tab new paragraphs. All margins will be 1 inch. The title of your paper on this page (2) is centered. It should be bolded.

 Save and use this example as a template or starting point for your APA-style paper. If you do so, delete all the information on this page after you have entered your cover page information on page 1 and title on this page (2).

Headings assist the reader find the key points of your paper. The table below shows the rules and breakdowns for the five heading levels. Check with your instructor to see if s/he requires the use of headings in your paper.

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| **APA Headings** *Publication Manual of the American Psychological Association* – sections 3.02 & 3.03 |
| Level  |  Format |
|   1 | **Centered, Boldface, Uppercase and Lowercase Headings** Text begins as a new paragraph. |
|   2 | **Flush left, Boldface, Title Case Heading** Text begins as a new paragraph. |
|   3 | ***Flush left, Bold Italic, Title Case Heading*** Text begins as a new paragraph.  |
|   4 | **Indented, Boldface, Title Case Heading, Ending with a Period.**Text begins on the same line and continues as a regular paragraph.  |
|   5 | ***Indented, Bold Italic, Title Case Heading, Ending with a Period.***Text begins on the same line and continues as a regular paragraph.  |

Table courtesy of <https://apastyle.apa.org/style-grammar-guidelines/paper-format/headings>

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