**Sophomore Research Paper Requirements**

* **3-5** pages typed. **Only typed papers will be accepted.** Do not wait until the last minute to print out your papers. Late papers will be marked down nomatter what. Save your paper to a disk to avoid problems! As a last resort, email the paper to me as an attachment to mfranzyshen@nhvweb.net.
* **12 point Times New Roman font only** – anything different will not be accepted.
* **Doubled spaced** – it will not be accepted if it’s not double spaced and points will be taken off if it is late due to spacing issues.
* In text citations are required. We will discuss this in class.
* Margins should be 1 inch top and bottom, 1 ¼ inch on the left and right – Papers will not be accepted with larger margins and points will be taken off if it is late due to margin issues.
* A **works cited page** is required. This page is **not** a part of your required 3-5 page minimum. (see rubric for requirements)
* A title page is required. Please include: title of paper, your name, teacher’s name, title of course, and date.
* No **binders** or **plastic covers**. Please staple in top, left hand corner.
* **Do Not** use “I” or “You” or “We” statements, contractions “can’t” or “aren’t”, slang words, abbreviations “w/”, or one page long paragraphs.
	1. Use (I argue that..) to construct your thesis statement
* **Do Not** Cheat or Plagiarize in any way.
* NO EXCEPTIONS ON THE DUE DATE. 20 points will be deducted each day the paper is late.