

Assuming a standard 1 inch top margin

Using Center, Single Space, 12 point Times New Roman, Press Enter 12 times

Type Your Title Capitalizing All Important Words, Including First and Last Word

Press Enter 12 times

By ← *Press Enter 2 times*

Your name

Press Enter 12 times

Class - Hour

Teacher's name

Date

Press Enter 2 times after each

Example

Effects of Burning Candles:
Color or Scent

By
Angela Josephsen

Career Studies – Hour 4

Mrs. Brown

December 9, 2012