

Guidelines for Writing Assignments

All Jr. High Subjects

These guidelines shall apply to any writing assignment issued by a teacher at Epiphany Catholic School in any subject area of the junior high. The requirements as far as what is attached to the final copy will vary by teacher and could include any or all of the following:

- ✓ *A list or diagram of ideas or topic to write about.*
- ✓ *An outline (following proper outlining rules).*
- ✓ *A rough draft.*

The final copy shall adhere to MLA format as per the sample below:

The image shows a sample MLA format page with red annotations indicating margins. The page is enclosed in a black border. At the top right, the page number 'Smithson 1' is centered. The header information on the left side includes the student's name 'Deanna Smithson', the professor's name 'Prof. Heidi Rogers', the course 'English 231301', and the date '7 November 2000'. The title 'The Gothic in "The Raven" and "Young Goodman Brown"' is centered. The first paragraph of the text begins with 'Gothic fiction was very popular in the nineteenth century, and both Edgar Allan Poe and Nathaniel Hawthorne frequently used its conventions in their work. Both men were trying to support themselves and their families by writing, so it made sense for them to choose a kind of atmosphere and'. Red arrows and text indicate a 1-inch margin on the top, bottom, left, and right sides.

Smithson 1

Deanna Smithson
Prof. Heidi Rogers
English 231301
7 November 2000

The Gothic in "The Raven" and "Young Goodman Brown"

Gothic fiction was very popular in the nineteenth century, and both Edgar Allan Poe and Nathaniel Hawthorne frequently used its conventions in their work. Both men were trying to support themselves and their families by writing, so it made sense for them to choose a kind of atmosphere and

- ✓ *Double spaced*
- ✓ *12 font*
- ✓ *Times New Roman or Courier only*
- ✓ *Numbered pages*
- ✓ *Spell checked*
- ✓ *Proofread*

No formal writing (essay, report, etc.) shall be turned in handwritten. The research lab is available for any student's use. Plan accordingly to avoid delays in your submission.