

Paper writing guidelines

- Answer the questions or deal with the topic
- Introduction introduces the paper's topic in a manner in which the reader is drawn into the paper
- Conclusions summarize your points and draw conclusions
- All facts or illustrations must support the topic
- Ensure the truth of your statements
- All quotes must be followed by a reference and all paragraphs containing material that should be cited must be followed by a reference.
- Comment on all quotes – should be similar in length to the quote
- Use Scripture properly – do not make it mean something it does not
- Watch that 'that'
- Do not have too many 'many'
- No contractions or abbreviations
- Consistent capitalization throughout paper
- Do not write like you talk – vocabulary and grammar should sound educated
- 'This,' 'that,' and 'which' must refer to particular items which precede them
- Words mean things, use precise vocabulary
- Limit the use of Encarta, general dictionaries, and encyclopedias
- Spell & Grammar Check are mandatory
- Work cited page
- Mix sources in order to utilize a wide range of knowledge
- Cite all pictures
- No derogatory comments towards opposing views

links for formatting a paper:

<http://www.grandprixsoccer.com/gbhs/links.html>