**Title of Paper in Bold Centered**

Student Name

American Public University

COURSE####: Course Title

Instructor Name

Due Date

**Repeat the Title – Level 1 Header**

Hit the tab key one time to begin the main body of the paper. The paragraphs of the main document are indented. The computer will wrap your text for you based upon the margin settings established by this document template. It is not necessary for you to hit the Enter or return key at the end of a line of text. Only hit the enter key (one time) when you reach the end of a paragraph.

Then hit the tab key to indent and then continue typing the paper. In APA any source that you use in your paper must have an in-text citation. In APA these citations include the author’s last name and the year of the publication in parentheses (Name, Year).

**Level 2 Header use: Flush Left, Bold, Title Case Heading**

Sub-section your essay using sub-headers in the same sequence you introduced your topic in your lead paragraph, your thesis.

***Level 3 Header use: Flush Left, Bold Italic, Title Case Heading***

The more lengthy or complex your essay, the potential for using additional Level Headers; notice the subtle difference. One tip for any submission, always double-check the font choice is consistent throughout the essay.

**Conclusion – Level 1 Header**

Begin to summarize the main points of your topic in three to five sentences. The conclusion of your paper should re-phrase the points of what your reader should be left remembering, nothing new, concise and to the point.

**References – Level 1 Header**

Lastname, C. (2008). Title of the source without caps except Proper Nouns or: First word after colon. *The Journal or Publication Italicized and Capped*, Vol#(Issue#), Page numbers.

SEE APA GUIDELINES FOR PROPER CITATION OF DIFFERENT TYPES OF SOURCES.