ENVR E-130 Global Climate Change: The Science, Social Impact, and Diplomacy of a World Environmental Crisis
Timothy Weiskel / William Moomaw

2012

Requested Research Paper Formatting Checklist

To help you apply the final touch to your research papers, we request that you ascertain that the following components have been completed.

Content and Formatting

1. Include a **Cover-sheet** with **your title Centered** as well as your *Name, HUID#, Date, ENVR e-130 Global Climate Change (e.g. Graduate, Undergraduate).*

2. Your work has been **double-spaced**.

3. You have used **1-inch margins.**

4. Your **font-style** is something standard such as *Times* or *Arial*.

5. The **font-size is 12 pt**.

6. You have created an **<u>Abstract</u>** of your paper.

7. Table of Contents.

8. A List of Figures is suggested if appropriate.

9. One page = approximately 250 words. Pictures with captions do not count.

10. Although we support sustainable measures, **<u>use one side of the paper</u>**.

11. Number Pages, and put your Name on each page.

12. You have included a bibliography using a single correct citation style *(e.g. APA is recommended.)* A standard bibliography will be sufficient.

13. If you have gathered several additional informational sources: create an Appendix!

14. Your paper should not be in excess of 12-15 type-written pages of text for your argument. These 12-15 pages are non-inclusive of your bibliography; your bibliography will require additional pages.

15. Please **Proofread your paper**, and have a trusted friend proofread your paper.

16. **Spell-check** your work!

17. **Always verify that your paper is not "talking" but you are as the author**. (E.g. *This paper will analyze* or *this paper will explain* or *this paper will calculate….).* If your paper can actually do this, consider a patent.