APA Checklist: Title Page

General Formatting

- ☐ Double spaced
- ☐ 12-point font; Times New Roman
- ☐ The title page is numbered in top right corner; it is page 1

Title

- ☐ 12 words maximum (summarize the main idea and identify variables or theoretical relationships)
- ☐ Headline style or Title case (capitalize most words, excluding prepositions – in, of – and conjunctions – and, or)
- ☐ No underlining, italics, or bolding
- ☐ Centered on the page
- ☐ Below title, your name and the name of your school are centered; only include any other information if it is required by your instructor

Running head

- ☐ Header on title page appears as "Running head: EXAMPLE OF A RUNNING HEAD"
- ☐ The running head is an abbreviated title of your paper
- ☐ 50 characters maximum (including spaces and punctuation)
- ☐ The running head is entirely uppercase
    - ☐ On title page only, include the label "Running head:" which is not uppercase
- ☐ Left justified, 12-point font, Times New Roman
- ☐ In MSWord – Insert Blank Header – Select "Different First Page" – Create header text

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Academic Skills Online Documentation Guide:
www.trentu.ca/academicskills/documentation

See more guidelines in *The Publication Manual of the American Psychological Association, 6th ed.* (2010).

Sample

Stressors, Health-Related Goals, and Coping Upon Returning to University

Jennifer Jones

Trent University