APA Checklist:

Overall Format

- Is the font consistent throughout the paper, including the header?
- Is the **entire** paper double-spaced?
- Are the margins set to 1 inch?
- Is there a page number (listed in sequence) on every page in the top right page header?

Title Page

- Is there a page number in the top right in the page header?
- Is the Title of the paper centered in the upper half of the page?
- Is the Title of the paper in bold font?
- Is there a blank line below the title?
- Is your Name listed below the blank line?
- Is Keiser University listed below your name?
- Is the course number and name listed below Keiser University?
- Is your professor's name listed below the course number and name?
- Is the title page double-spaced?

Abstract

- Is there a page number in the top right in the page header?
- Is the word Abstract centered on the first line? (**Bold**, no italics)
- Did you **remove** the indent? (i.e., Do not indent paragraph)
- Is the Abstract double-spaced?

Body

- Is there a page number in the top right in the page header?
- Is the Title of the Paper centered on the first line? (**Bold**, no italics)
- Is the title listed ONLY on the first page of the body?
- Is the text double-spaced?
- Is there an indentation for each new paragraph? (Tab key or 5 spaces)

References

- Is there a page number in the top right in the page header?
- Is the word References centered on the first line? (**Bold**, no italics)
- Are all entries listed in alphabetical order?
- Are all entries listed with a hanging indent?
- Is the References page double-spaced?
- Are there in-text citations in the body of the paper for EACH reference entry on the References page?