

# PAPER HEADING & FORMATTING TIPS\*\*

## General Heading:

	Name #
	Date
	Subject
*	*

## Heading for Spelling:

	Name #
	Date
	Spelling xxxxxx U#L#
*	*
1.	

## Heading for Math:

	Name #
	Date
	Math pg. ## problem #'s
*	*
1.	

## Folding Paper in Half:

- Math
- Spelling Pretest
- Spelling Alphabetize (if you choose to use both halves)

## Skipping Lines Between Problems/Questions:

- Math
- Spelling Pretest
- Spelling Alphabetize (optional)
- Spelling 3x each (optional)
- Social Studies
- Science

## Writing On Both Sides of the Folded Line:

- Math
- Spelling Pretest
- Spelling Alphabetize (optional)

## Writing Across the Entire Page:

- Spelling 3x each, sentences
- Writing (letters, paragraphs, etc.)
- Social Studies
- Science
- Religion

\*\* These tips include some of the main instructions for heading and formatting papers. Students should always be aware of and listen for changes per the instructor.