

APA Assignment Instructions

For this assignment, you will be formatting it in APA style—no abstract required. Make sure you've done your readings on the schedule for this assignment before you begin it.

Again, I am not grading your grammar here, but focusing on format and content. I will give you feedback on your grammar and writing to help you identify things to work on.

1. Read **one** of these articles:

- [8 Strategies for Getting the Most out of an Online Class](#)
- [What I Wish Someone Told Me BEFORE Taking Online Classes](#)
- [What Makes a Successful Online Learner?](#)
- [How to Improve Your Concentration](#) (The author here is the organization—Open Polytechnic)
- [How to Study with INTENSE Focus: 6 Essential Tips](#)

Actually, I think they're all great and you should read them all. But, you only have to pick one. 😊

2. Write a 2-paragraph response.

- In the first paragraph, summarize the article you've read. Your summary should be at least 150 words but can be more. Re/read "[How to Write a Summary](#)" before doing this. Use at least one quote and an in-text citation.
- In the second paragraph, write about what your goals are for your learning and discuss some techniques you plan to use as you study. These may be things mentioned in the article or things you already do.

3. Using the instructions in [Writing down the Basics](#) and the video you watched for homework or another good source, format your paper in APA style.

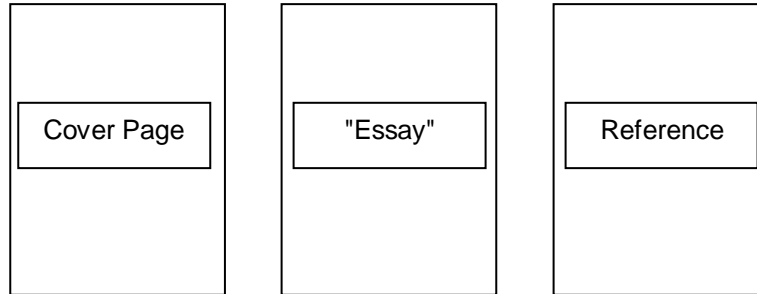
- a. Make sure you put in your title page, the "essay" page, and a References page. (NO abstract)

4. Cite the article you used. Use the instructions in the *Writer's Reference* for "Document from a Website" (page 473 in the 9th edition).

5. Proofread carefully. I recommend you take advantage of going to the writing center—get some of that extra credit while you're there!

6. Upload the paper to [Blackboard](#) under the Format Assignments link. Make sure to put it in the APA Assignment. Don't forget your Grammarly report.

All-in-all, you'll have 3 pages:



General Tips

- To **insert a new page** (for your cover page, essay, or Reference page) press CTRL + Enter, or select "Insert Page Break" under the INSERT tab in Word. (Macs use Command + Enter)
 - Use this to insert the blank page for your title page, essay page, and the one for your References, then you can fill in the information as you write your assignment.
- Remember, **APA uses Times New Roman as the font**. Make sure to use it in both the paper itself **and** the headers.
- Here are APA's actual instructions for getting the different running headers:
<http://www.apastyle.org/learn/faqs/running-head.aspx>

Grading

I am looking specifically at these things:

- Margins
- Font
- Headers
- Paragraph Spacing
- Title Page
- Title on the first page of the essay
- Completing the assigned writing parts fully and thoughtfully
- References Page

Turn this in on Blackboard under the Format Assignments link.