

Font: Times New Roman
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1-inch margins

Doe 1

1 in.

4-line header:
Name
Teacher
Class, period
Date

Jane Doe

1 in.

Mr. Smith

Literature, Pd. 3

1 January 2012

Must have a title

The Hawaiian Islands

Indent paragraphs

Hawaii is an island state located in the Pacific Ocean, two-thousand five hundred miles from the U.S. mainland. Early Polynesians

Double spaced lines

settled the land by voyaging for days and nights in their canoes. It would remain undisturbed until English explorer James Cook discovered the islands in 1778.