**Write your Topic Question Here**

Student A. Sample

College Name, Grand Canyon University

Course Number: Course Title

Instructor’s Name

Assignment Due Date

**Introduction**

This is an electronic template for papers written according to the style of the American Psychological Association (APA, 2020) as outlined in the seventh edition of the *Publication Manual of the American Psychological Association*. The purpose of the template is to help students set the margins and spacing. Margins are set at 1 inch for top, bottom, left, and right. The text is left-justified only; that means the left margin is straight, but the right margin is ragged. Each paragraph is indented 0.5 inch. It is best to use the tab key to indent, or set a first-line indent in the paragraph settings. The line spacing is double throughout the paper, even on the reference page. One space is used after punctuation at the end of sentences. The font style used in this template is Times New Roman and the font size is 12 point. This font and size is required for GCU papers. (write your thesis statement here)

**First Subtopic**

A topic sentence introduction your first subtopic. The heading above would be used if you want to have your paper divided into sections based on content. This is a Level 1 heading, and it is centered and bolded, and the initial word and each word of four or more letters is capitalized. The heading should be a short descriptor of the section. Note that not all papers will have headings or subheadings in them. Papers for beginning undergraduate courses (100 or 200 level) will generally not need headings beyond Level 1. The paper title serves as the heading for the first paragraph of the paper, so “Introduction” is not used as a heading. (Make sure to include an intext citation)

**Second Subtopic**

A topic sentence introduction your second subtopic. The subheading above would be used if there are several sections within the topic labeled in a first level heading. This is a Level 2 heading, and it is flush left and bolded, and the initial word and each word of four or more letters is capitalized. (Make sure to include an intext citation)

**Third Subtopic**

A topic sentence introduction your third subtopic. APA dictates that you should avoid having only one subsection heading and subsection within a section. In other words, use at least two subheadings under a main heading, or do not use any at all. Headings are used in order, so a paper must use Level 1 before using Level 2. Do not adjust spacing to change where on the page a heading falls, even if it would be the last line on a page. (Make sure to include an intext citation)

**Conclusion**

When you are ready to write, and after having read these instructions completely, you can delete these directions and start typing. The formatting should stay the same. You will also need to change the items on the title page. Fill in your own title, name, course, college, instructor, and date. List the college to which the course belongs, such as College of Theology, College of Business, or College of Humanities and Social Sciences. GCU uses three letters and numbers with a hyphen for course numbers, such as CWV-101 or UNV-104. The date should be written as Month Day, Year. Spell out the month name.

**References (one for each intext citation)**

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American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). https://doi.org/10.1037/0000165-000

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