



DALLAS BAPTIST UNIVERSITY

Writing a Title

A **title** should be a short, catchy phrase that communicates an interesting idea and provides a key to the text.

Types of Titles

A **Direct Title** clearly states the topic of the essay.

Ex: *The Right to Smoke in Public Places*

An **Indirect Title** hints at the topic of the essay.

Ex: *No Smoking, Please*

Some Helpful Hints

- Capitalize main words.
- Do not capitalize prepositions (to, from, et cetera), conjunctions (and, but, et cetera), or articles (a, an, the) unless they begin the title or are over five letters in length.*
- *(Note: Consult APA, MLA, or Turabian for specific instructions about capitalization of prepositions, conjunctions, or articles that are over five letters long.)
- Do not use a period after the title.
- Do not use quotation marks unless part of the title includes a quotation.
- Do not underline the title.
- The title should be something the author has created; do not title a paper the same name as the book that the paper is written about. (A paper on *A Rose for Emily* should not be titled "A Rose for Emily.")
- Avoid trite titles. A trite title is anything that is not original. In other words, it is a phrase or title that has been used repeatedly.

Where to Put a Title

MLA

The title is placed on the first page on the line before the body text begins and after the four-line heading. For more help, refer to the UWC's MLA Packet.

APA

The title is placed on the first line of the title page. For more help, refer to the UWC's APA Packet.

Turabian

Usually, the title is placed on the title page under the name of the university. For more help, refer to the UWC's Turabian Packet.