Inserting the Header and Page Numbers in Your MLA-style Paper (MS Word 2007)

1. Under the Insert tab, find Page Number.
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Under Page Number, select Top of Page → Plain Number 3
Page number 1 appears in the upper right. Make sure that the cursor is to the left of the 1, and type your last name in upper and lower case letters, followed by a space.
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Is the header in the font you want? If not, select the text and page number and use the box to change it. When you have finished, click **Close Header and Footer**. Your header appears on each page along with the correct page number.