APA Format: Headings

Headings are used to signal the organization and structure of the paper. Observe the following conventions:

- Use the same heading level for sections of the same importance
- Begin a new level only if it will have two or more headings
- Do not label the introduction (unless the instructor requests this)
- Do not label headings with numbers or letters
- Maintain the same font size used in the paper
- Maintain double-spacing before and after Level 1 and 2 headings

**Levels:** Headings used in a paper are dictated by the number of content levels. APA has 5 levels of headings (see below), from Level 1 major sections to lower level subsections.

See examples below:

### APA Headings Formatting Directions

<table>
<thead>
<tr>
<th>Level of Heading</th>
<th>Format</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Centered, Boldface, Uppercase and Lowercase Heading</td>
</tr>
<tr>
<td>2</td>
<td>Flush Left, Boldface, Uppercase and Lowercase Heading</td>
</tr>
<tr>
<td>3</td>
<td>Indented, boldface, lowercase paragraph heading beginning with a capital letter and ending with a period. Text continues.</td>
</tr>
<tr>
<td>4</td>
<td><em>Indented, boldface, italicized, lowercase paragraph heading beginning with a capital letter and ending with a period.</em> Text continues.</td>
</tr>
<tr>
<td>5</td>
<td><em>Indented, italicized, lowercase paragraph heading beginning with a capital letter and ending with a period.</em> Text continues.</td>
</tr>
</tbody>
</table>

Adapted from SVSU Writing Center
Paper with Four levels:

Example:

Method (Level 1)

Procedures (Level 2)

Perceived narcissism. Text continues here. (Level 3)

Methods of assessment. Text continues here. (Level 3)

Self-assessment approaches. Text continues here. (Level 4)

Group-assessment approaches. Text continues here. (Level 4)

Results (Level 1)

Discussion (Level 1)

Effects of Self-perceived Narcissism (Level 2)

Effects of Group-perceived Narcissism (Level 2)

Limitations of the Study (Level 2)

Applications of the Results (Level 2)

Summary and Concluding Discussion (Level 1)