Hanging Indents:

To format your list of citations with hanging indents,

1. Type all your citations in the proper format.
2. Highlight your list of citations
3. From the “Page Layout” tab, click on the arrow in the “Paragraph” box
   
4. Select “Hanging” from the “indent Spacing” portion of the pop-up box, under “Special”.

![Image of Microsoft Word interface showing the Paragraph dialog box with hanging indentation settings.]