How to format your script

There are many ways to format a script! Below is an easy way to set up your page that makes it easy to read and stay consistent in your formatting as you work. Font size and style are up to you, but make sure it is easy to read.

**Scene Headings (centered, bold, underlined)**
*Stage directions should be oriented LEFT and in italics.*

**CHARACTER NAME** (center and capitalized)
*Dialogue should be centered and unaltered.*

For example, a scene from your play could look like this:

**Scene One**
*A house at night. There is a soft glow from the streetlights outside. Keys can be heard jiggling outside the house. Margaret enters and turns on the lights.*

**MARGARET**
Oh boy, it’s good to be home. What a crazy day.

*She kicks off her shoes and sinks into her couch. There is a knock on the door. Margaret sighs and crosses to the door and opens it. Jeremy is standing there holding a wrapped present.*

**MARGARET**
Jeremy? What are you doing here?

**JEREMY**
I wanted to surprise you! Happy birthday, Margaret!