

PAPER TRACK (CAMBRIA HEADING/BOLD/18POINT)

Paper Title (Cambria heading/bold/18point)

Author Name

Affiliation

If multiple authors

Author Name¹, Author Name² and Author Name³

¹*Affiliation*

²*Affiliation*

³*Affiliation*

If Academic guide/supervisor

Name¹, Name²

¹*Affiliation*

²*Affiliation*

ABSTRACT (CAMBRIA HEADING-12POINT)

Write 500 words abstract. It should not cite references. Format in italicized Cambria (Heading) 10point font.

Corresponding Author: [Name] [Surname], [E-mail id]

KEYWORDS (CAMBRIA HEADING-12POINT)

State four keywords relevant to this paper. Format in Cambria (Heading) 10point font.

PAPER LENGTH

Submitted papers should not exceed ten pages (excluding references).

OVERALL FORMAT

Adhere to the following layout guideline:

- Use letter size (8.5" by 11") paper in the portrait mode.
- Apply a one-inch margin all around (top, bottom, left, and right).
- Use a single column format for the body of the paper.
- Enter all paragraph body text in 11-point Cambria (heading) font, fully left justified.
- Do not indent the first paragraph after a heading or sub-heading.
- Indent all other paragraphs by 0.15".

PAPER TITLE, AUTHOR LISTING, AUTHOR AFFILIATIONS

Enter title, author listing, author affiliations, name of the academic guide/supervisor (if applicable), affiliation of the academic guide/supervisor (if applicable) and abstract in one-column format using the following style:

- Place the title of a paper and paper theme title at top of the first page.

- Use 18-point bold Cambria (heading)/bold font for Paper theme title and Paper title.
- Paper theme title to be capitalized.
- Use 18-point spaces both before (above) and after (below) the title.
- Enter author's name in 12-point Cambria (heading) font.
- Enter author's affiliation in italicized 12-point Cambria (heading) font.
- Leave no space between the author's name and author's affiliation.
- Follow the sample author listings and affiliations shown in this document for listing multiple authors.
- Use 12-point space between the author's affiliation and abstract.
- Use 12-point Cambria(heading) font, capitalized, for abstract title, i.e. ABSTRACT.
- Use Cambria(heading), for keywords title, i.e. KEYWORDS.
- Use 10-point Cambria (heading) font to identify 4-6 relevant keywords in the line following the abstract.
- Corresponding author must be aligned with the abstract and formatted 10-point Cambria(heading)italicized font.
- Use a 6-point space between the abstract and the corresponding author's e-mail address.
- Use an 18-point space after the corresponding author.

HEADINGS AND SUB-HEADINGS

You may include headings. Use a 12-point space between the preceding paragraph and the heading. The heading is justified using capitalized, bold, 12-point Cambria (heading) font. Use a 6-point space between the heading and the following paragraph.

SUB-HEADING STYLE

The sub-heading is justified, capitalized and 10-point Cambria (heading) font.

FOOTNOTES, PAGE NUMBERS, COPYRIGHT NOTICE

Do not include any footnotes, pages numbers, or the copyright notice. Convert all footnotes into end notes.

GRAPHS, TABLES, FIGURES, APPENDICES

Graphs, tables, and figures must fit within the page margins (one inch all around) and match the font format (when possible). Place graphic objects near the corresponding citation in text. Leave at least 12 points between a graphic object, corresponding caption, and the text.

Use 8-point Cambria (heading) font for corresponding citation in text. Make sure the images used in the paper are high resolution (JPEG, 300 dpi)



Figure 1: Student explaining Sensorial walk and example of an artwork

Figure 2: Student explaining Sensorial walk and example of an artwork

BULLETED AND NUMBERED LISTS

1. Start numbered lists at the left margin and indent text by 0.25".
- Start a bulleted list at the left margin and indent the text 0.25".

Insert a blank line between the preceding paragraph and the first list item. Similarly, insert a blank line between the last list item and the following paragraph. An easy way to adjust the indentations of a list item in MS Word 2007/2010 is as follows:

1. Right click a list item to be adjusted.
2. Choose Adjust List Indents...
3. Change the values according to the guideline.

CITING REFERENCES IN BODY OF THE PAPER

When including a reference in the text, a superscript numeral¹ must be inserted for the reference as listed in the References section.

ACKNOWLEDGEMENTS

Use 11-point Cambria (heading) font for body of the paragraph.

REFERENCES

1. Use the MLA style sheet for the reference.
2. The margins of the references are the same as the rest of the paper.
3. Use the Heading style for References header.
4. List and number every reference. Use the Cambria (heading) 10-point font. Insert no blank line after each item.
5. When referred to in the text, use a superscript numeral.

OTHER GUIDELINES

Do not include biographical information.