

# **Instructions and Template for Proceedings Paper**

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## **Abstract**

The abstract should be one paragraph with 12 point Times New Roman font. The heading **Abstract** should be 12 point, bold, centered, with one line space below it.

## **General Formatting Instructions**

The contribution should be approximately 10 A4 pages in length including tables, figures, references and notes. The text should be justified with 2.5 cm margins. The title should be 14 point, bold, and centered. The title should be formatted with initial caps (the first letter of content words capitalised and the rest lower case). Each author's name should appear on a separate line, 12 point, and centered, with the author's email address in parentheses. Under each author's name list the author's affiliation and postal address in 12 point font.

Indent the first line of each paragraph. Do not add extra vertical space between paragraphs.

## **First-Level Headings**

First-level headings should be 12 point, initial caps, bold and centered. Leave one line space above the heading.

## **Second-Level Headings**

Second-level headings should be initial caps, bold, and flush left. Leave one line space above.

**Third-level headings.** Third-level headings should be bold, flush left, and ending with a full stop. Only the initial of the first word should be capitalized. Leave no space above or after the heading. Avoid fourth-level headings if at all possible.

## **Formalities, Footnotes, and Floats**

Use the standard APA citation format (Publication Manual, 6<sup>th</sup> edition). Citations within the text should include the author's last name and year. If the authors' names are included in the sentence, place only the year in parentheses, as in McClelland and Rumelhart (1981), but otherwise place the entire reference in parentheses with the authors and year separated by a comma (McClelland & Rumelhart, 1981). List multiple references alphabetically and separate

them by semicolons (McClelland & Rumelhart, 1981; Richman & Simon, 1989). Use the et al. construction only after listing all the authors to a publication in an earlier reference and for citations with four or more authors.

## Tables

Number tables consecutively; place the table number and title above the table with one line space above the caption and one line space below it, left justified, as in Table 1. Table caption should be in italics, with the first letter of each word capitalized. You may float tables to the top or bottom of a page.

Table 1: *Sample Table Title.*

Error type	Example
Take smaller	$63 - 44 = 21$
Always borrow	$96 - 42 = 34$
0 - N = N	$70 - 47 = 37$
0 - N = 0	$70 - 47 = 30$

## Figures

All artwork must be very dark for purposes of reproduction and should not be hand drawn. Number figures sequentially, placing the figure number and caption, after the figure with one line space below it, left justified, as in Figure 1. The word 'figure' followed by appropriate number should be italicised. If necessary, leave extra white space at the bottom of the page to avoid splitting the figure and figure caption. You may float figures to the top or bottom of a column, or set wide figures across both columns.



*Figure 1:* Sample figure caption.

## Acknowledgments

Place acknowledgments (including funding information) in a section at the end of the paper, before the references.

## References

Follow the APA Publication Manual for citation format, both within the text and in the reference list, with the following exceptions: (a) do not cite the page numbers of any book, including chapters in edited volumes; (b) use the same format for unpublished references as for published ones. Alphabetise references by the surnames of the authors, with single-author entries preceding multiple-author entries. Order references by the same authors by the year of publication, with the earliest reference first.

Use a first-level section heading for the reference list. Use a hanging indent style, with the first line of the reference flush against the left margin and subsequent lines indented. Below are example references for a conference paper, book chapter, journal article, technical report, dissertation, book, and edited volume, respectively.

- Chalnick, A., & Billman, D. (1988). Unsupervised learning of correlational structure. *Proceedings of the Tenth Annual Conference of the Cognitive Science Society* (pp. 510-516). Hillsdale, NJ: Lawrence Erlbaum Associates.
- Feigenbaum, E. A. (1963). The simulation of verbal learning behaviour. In E. A. Feigenbaum & J. Feldman (Eds.), *Computers and thought*. New York: McGraw-Hill.
- Hill, J. A. C. (1983). A computational model of language acquisition in the two-year old. *Cognition and Brain Theory*, 6, 287-317.