16th Annual UNECOM Research and Scholarship Forum Abstract Guidelines

<u>Please read all the instructions before typing your abstract</u>. Abstracts must be **<u>received</u>** by noon Friday, August 26, 2016. Abstracts must be submitted as an MS Word file attachment to an E-mail.

<u>Page Format</u>:

Paper: 8.5 x 11 (letter), portrait orientation (vertical)

Margins: Top, bottom, left, and right: 1.0 inches

Font: **Arial**
           Font size must be 11 point or greater (12 is recommended).
           The text should be single spaced, but <u>skip a line between sections of the abstract</u>.

Length: <u>The abstract must be limited to 350 words (using the margins and fonts previously described)</u>.
           Do NOT use the header or footer option to include text or titles.
           Do not include images or tables in the abstract.