

Author Guidelines

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The Bridge from Segregation to Inclusion...A Long Journey

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Please adhere to the guidelines provided here when developing your manuscript for submission. Papers that **DO NOT** adhere to these guidelines **WILL NOT** be accepted for publication. IASE retains the right to edit all manuscripts; in most cases, manuscripts **WILL NOT** be returned to authors for revisions. The first author will be notified of receipt of the submission of the manuscript. If you have questions, contact Morgan Chitiyo chitiyom@duq.edu, 412 396 4036.

1. Developing the Manuscript.

- ▶ Be consistent in content, organization, and style with professional publication standards and the *Publications Manual of the American Psychological Association* (6th ed.), with the exceptions listed below. (If you do not have access to this book, you might consult: <http://owl.english.purdue.edu/owl/resource/560/01> or www.wisc.edu/writing/Handbook/DocAPA.html.) Please see “SAMPLE” manuscript which is included with this communication.
- ▶ Use RTF format.
- ▶ Use 12-point/10 pitch and, preferably use Times New Roman font.
- ▶ Use 1 inch margins (do not right justify pages).
- ▶ Double space all pages.
- ▶ Do not number pages.
- ▶ Do not use tables and figures.
- ▶ Make certain all citations are complete and correct and in accordance with the *Publications Manual of the American Psychological Association* (6th ed.).

2. Finalizing your Manuscript

- ▶ **LIMIT** your paper to 4 double spaced, computer generated pages including references, but excluding title page and biographical information.
- ▶ Title page should include (a) title of the manuscript in capital letters, (b) author names, (c) affiliation/institution, (d) mailing address, and e-mail. This information should be centered on the page.
- ▶ Biographical Information – should include a 50 word biography for each author, including credentials.

All manuscripts must be submitted electronically or postmarked by January 15, 2013.

Send Electronic Submissions to:

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