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# American Association for Agricultural Education

## 2015 Annual Conference

### San Antonio, Texas – May 19-22, 2015

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#### Call for Research Papers

#### Preparing the Manuscript for Submission

##### Style

- Except modifications specified in this call, follow manuscript style guidelines as specified by the *Publication Manual of the American Psychological Association* (6th ed.)
- Refer to the *Publication Manual* (pp. 21 – 37) for manuscript elements and content.
  - Omit manuscript elements listed in sections 2.02, 2.03, 2.12, and 2.13
  - Do not include a cover page, running heads, or appendices.
  - Turn off all hyperlinks of URL references.

##### Manuscript Structure and Content

- **Typeface:** Times New Roman with 12-point font size, standard character spacing, and
- **Line Spacing and Margins:** Single-space between all text lines of the manuscript; double-space between paragraphs, heading and text, and table and text; use uniform one-inch margins.
- **Page Limitation:** Manuscripts are limited to 12 pages, including title, abstract, tables, figures
  - References are not included in 12 page maximum.
  - Use the “insert, page number” command of MS Word to number all manuscript pages, including the first page; center number at bottom of each page. Do not use other footers, headers, or footnotes.
- **Title:** Center and bold the title at the top of the first page; capitalize only first letters of words in the title.
- **Abstract:** Type the abstract (maximum word count of 200) *in italics* immediately after the title of the manuscript.
- **Suggested Sections:** Introduction/Theoretical Framework, Purpose(s)/Objective(s), Method/Procedures, Results/Findings, Conclusions/Recommendations/Implications, References.
- **Body of the Manuscript:** Begin the body of the manuscript immediately following the abstract
  - Main headings should be bolded and centered
  - Tables must be prepared using the “Table” function in Microsoft Word.
  - Tables and figures should be placed within the body of the manuscript as soon as feasible after their first mention in the text.
  - Effect sizes must be reported when reporting statistical significance for quantitative data analyses
  - DOI Numbers must be included in references, if available
- The manuscript should be prepared for masked review.
  - Information that would identify the author(s) and/or university should be omitted and replaced with [brackets].
  - Remove hidden data and personal information by inspecting documents. Refer to <http://goo.gl/j077t> for additional information.

##### Submission Procedures

- Submit one Microsoft Word file (.doc or .docx) to the FastTrack™ system at <http://aaae.expressacademic.org/login.php>
- At least one author must be a current dues-paying member of AAAE at the time of submission. Papers not meeting this requirement *will not* be reviewed.

**Deadline: Monday, January 19, 2015 (11:59 p.m., CST)**

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If you have questions about submitting a manuscript, contact Tracy Kitchel ([kitcheltj@missouri.edu](mailto:kitcheltj@missouri.edu)) or Anna Ball ([ballan@missouri.edu](mailto:ballan@missouri.edu)) at the University of Missouri