Authors Closure to Prepared Discussion of: Paper Title (24-point font and bold)

(Insert one 24 pt. space)

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(Insert one 16 pt. space between each author

Professional designations (e.g., Ph.D., P.E.) are acceptable. Do not include the author's job title, position or degrees. In the case of multiple authors, the presenting author should be listed first. All other Co-Authors are arranged simply based on the following guidelines.

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Insert page break after the title page.

FORMATTING YOUR PAPER

For the body of the paper, please format in a single column, Times New Roman, 12-point font, single spaced.

Margins and tabs should be set as follows: 1" for left, right, top, and bottom margins. Set tabs at five-space intervals. Text should be aligned left, or left-justified.

Table labels go above and figure labels go below. See Table 1 and Figure 1 that follow.
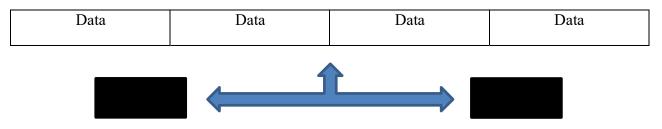
Table 1: Sample table insertion

Data	Data	Data	Data

Figure 1: Sample flow chart

When using direct short quotes, (less than 40 words), incorporate it in the text and enclose it with "double quotation marks." Insert the reference in-line following the quote. References in text should be formatted after the APA Style formatting such as, this is an example of an in-text citation (Jones, 2009).

If the quotation includes more than 40 words, it should be treated as a block quotation, meaning that it is displayed in a freestanding block of text without quotation marks, such as:

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HEADINGS EXAMPLE:

The above heading is an example of the main header. A main head should be typed in all capital letters and centered with one line of space above and below.

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Secondary Subhead A secondary subhead should be typed in upper and lower case, underscored, indented, and run into the paragraph. Do not leave a line of space above or below.

Insert page break at the end of your paper.

REFERENCES (Only if necessary)

Follow APA formatting for all references. References should be cited in text, and all reference should be listed on a separate "References" Page. Start the reference list on a new page, center the title "REFERENCES," and alphabetize the entries. Do not underline or italicize the title. Do not number your references. Double-space all entries. Every source mentioned in the paper should have an entry. Follow the format of:

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(Left hanging indent if exceeds one line)

Example:

Jones, I. and Smith, T. (2009). Proper Formatting of Water and Water Technologies

Manuscripts. *Pittsburgh Engineer, 12*, 8-9.