

Author Guidelines

IASE Proceedings, 2019 Conference – Magamba, Tanzania, July 14-17

“Empowering Persons with Disabilities: Developing Resilience and Inclusive Sustainable Development.”

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 Dr. 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 or Microsoft Word
- ▶ 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 and should be at the end of the paper following the references.

All manuscripts must be submitted electronically by January 15, 2019.

Send Electronic Submissions to:

Dr. Morgan Chitiyo chitiyom@duq.edu