

# Style Guide for Submitting Full Length Papers

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## Abstract

The style guide aims to tell you the submission format for the Conference to be held on 2-4 August 2017 in Bangkok, Thailand. All submissions must be submitted on-line via the conference management system by the due date. The review decision notifications with an acceptance or rejection email will be sent to the corresponding author in 2-4 weeks after submission. After receiving the review result, the authors are encouraged to prepare the final camera-ready paper before the deadline shown in the conference website. Other information can also be found on the official conference web site. If you have any questions, please do not hesitate to contact us. We look forward to your participation.

**Keyword:** International Conference, Submission Format, Style Guide, Taipei

## 1. Introduction

No matter you submit an abstract paper or a full-length paper, there are two points described in the following subsections for your notice.

### 1.1 Paper Title

Type the title in bold type, single-spaced, and centered across the top of the first page, in 14 point Times New Roman, as illustrated above.

### 1.2 Authors

The author(s), affiliation(s), mailing address(es), and e-mail address(es) should be single spaced and centered on the line below the title, in 9 point Times New Roman, as illustrated above. One line space should be used to separate author(s) from the paper title. As shown in the top of this page, please do not add any personal titles (i.e., Dr., Professor, Dean, etc.) before the author name(s).

## 2. Abstract Paper

If you submit an abstract paper, there are four parts for your abstract. They are **Paper Title**, **Author Information**, **Abstract** for briefly describing your research motivation, background, method, results, and main possible contribution, and **3-5 Keywords**. When you choose submitting abstract only rather than full paper, the maximal length is two pages. The paper size should be A4 (i.e. 21.0 centimeters [8.27

inches] by 29.69 centimeters [11.69 inches]) and the margins should be set to Word's default: top and bottom 2.54 centimeters (1.00 inches), right and left 3.17 centimeters (1.25 inches). Papers that deviate from these instructions may not be published.

### **3. Full Paper**

If you submit a full-length paper, the maximal length is 8 pages including references, figures and tables.

#### **3.1 Heading**

Headings should be in bold type, in 12 point Times New Roman. First-level headings should be centered, as illustrated above. Second-level headings should be flush left with initial caps. Do not use headings other than these two types. At least one line space should separate headings from the preceding text.

#### **3.2 Abstract**

If you prefer to submitting an abstract instead of a full paper, please download the “Abstract Style for Authors” available on the conference website.

#### **3.3 Main text, tables and figures**

All body paragraphs should begin flush left (no paragraph indent) and right justified, single-space the body of the paper, use 10 point Times New Roman for the content, and use 12 point Times New Roman for the title or subtitle. Figures and tables should be placed as close as possible to where they are cited. All tables and figures should be embedded into the file and sized appropriately. All photographs must be properly sized and positioned in the body of the paper.

#### **3.4 Page Size**

The paper size should be A4 (i.e. 21.0 centimeters [8.27 inches] by 29.69 centimeters [11.69 inches]) and the margins should be set to Word's default: top and bottom 2.54 centimeters (1.00 inches), right and left 3.17 centimeters (1.25 inches). Papers that deviate from these instructions may not be published.

### **4. Conclusion**

In this section, two subsections are included.

#### **4.1 Length Requirements**

For a full paper, each paper including in the Proceedings of this international conference would not exceed 8 pages. For author who chooses to submit abstract only (rather than full paper), the maximal length is two pages.

#### **4.2 Citation**

The Proceedings of the conference follows the reference format of Academy of Management Journal.

This format is available at the AMJ's website [http://aom.pace.edu/amjnew/style\\_guide.html](http://aom.pace.edu/amjnew/style_guide.html). Notably, the use of footnotes is discouraged.

## REFERENCES

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## APPENDIX

The appendix should immediately follow the references.