Paper Title: Times New Roman 28pt Font, Bold

Author, Degrees 12pt bold

Abstract (Section Headers are 24pt bold)

The abstract is listed here. Do not indent. Paragraphs are separated by a return. 12 pt font.

Key Indexing Terms
All Words Are Capitalized and Separated By A Comma, No Period At The End

Introduction
The introduction is listed here. Do not indent. Paragraphs are separated by a return. 12 pt font.

Discussion

The discussion is listed here. Do not indent. Paragraphs are separated by a return. 12 pt font.

Conclusion

The conclusion is listed here. Do not indent. Paragraphs are separated by a return. 12 pt font.

References

1. References are numbered and indented.

2. There should be a return in between each reference.

3. If the reference is a website, remove the hyperlink.

Other notes:

- Margins should be Office 2003 Default (1" top and bottom; 1.25" right and left)
- All papers should start on the right when in layout, so some will need a blank page inserted after them.
- Page numbers should alternate right and left justified, like a book
- Be consistent on degrees throughout. Periods in between all designations, except DIBAK.
  - Barry L. Kaye, D.C., DIBAK, D.A.C.A.N.
- Paper Order/table of contents: list the papers in order of section, I, II, II and then author's last name and then paper title if author has multiple papers.