

SAMPLE PAGE - TITLE OF THE PAPER

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Abstract

This is a sample page containing a sample abstract, short sample body, and references. The front and back of this instruction sheet are printed in Arial Regular 10 pt (sans serif) and **Arial Bold 10 pt** fonts, except for the paper title on this page: **Times New Roman Bold 14 pt**. Notice how this abstract is indented 0.5 INCHES from both the left and right margins (which are both 1"). All headings (except third-level headings as below) including headings for "**TABLE 1, FIGURE 1, APPENDIX A**" etc., should be typed in upper case characters and bolded.

KEYWORDS: Provide descriptors of the main topics (e.g, Computer Literacy, Infrastructures, Trainers, International cooperation).

INTRODUCTION - FIRST-LEVEL HEADING

Above is an example of a first-level heading. Below is an example of a second-level heading. At the end of a sentence, after the period, insert only one blank space. Use the "full" justification feature (left and right side aligned).

SECOND-LEVEL HEADING

Above is an example of a second-level section heading. The heading is flush left, in upper case characters and bold. Below is an example of a third-level heading. The third-level heading is (underlined) in lower case characters, except for the first word, nouns, etc.

Third-Level Heading

The third-level heading is flush to the left, in lower case characters and underlined. Included in this sentence is an example of a reference [Chow, 1983] appearing in square brackets. Avoid footnotes to the extent possible and use endnotes instead.

ENDNOTES

1. This is an example of an endnote. All endnotes should be generated using the appropriate WordPerfect or Microsoft Word feature. Use Arial 10 point. Endnotes should be placed at the end of the paper, before references. Immediately following the "automatic note number," insert an "indent."

REFERENCES

Chow, C., "The Effects of Job Standard Tightness and Compensation Scheme on Performance: An Exploration of Linkages," Accounting Review (October 1983), pp. 667-685.

Previts, G. and B. Merino, A History of Accounting in America (John Wiley, 1979).