# North Central AAAE Research Conference
## September 29 - October 1, 2011
## Pennsylvania State University
## State College, PA

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**CALL FOR RESEARCH PAPERS\***

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### Submission Format

- Prepare papers in *MS Word* format.
- Use Times Roman or Times New Roman 12-point font.
- Set all margins at one inch.
- So that papers can be blind-reviewed, **<u>DO NOT</u>** put your name or other identifying information on/in the manuscript.
  - *For example, instead of your university's name use ["university"].
- Single-space manuscript; but double-space between paragraphs, headings and text, tables and text, etc.
- Center the bolded title of submission at top of the first page; capitalize first letters of words in the title.
- Type the abstract (maximum word count of 200) in *italics* immediately after the title of the manuscript.
- Start the body of manuscript immediately following the abstract (with bolded, centered heading as suggested).
- Suggested manuscript section headings include: Introduction, Theoretical/Conceptual Framework; Purpose and Hypotheses, Objectives and/or Research Questions; Methods/Procedures; Findings/Results; Conclusions, Recommendations, Discussion/Implications; and References (or another appropriate format for historical, philosophical, or qualitative/interpretive research).
- Use "Table" function command to prepare tables rather than tabs and spaces.
- Place Tables/Figures within body of the paper "shortly" after their first mention in text.
- Limit your manuscript to a maximum of 12 pages (title, abstract, tables/figures, and all "prose"). References, which should follow immediately the last section of your manuscript, do NOT count as part of the 12 pages.
- Use "insert page numbers" command of MS Word to number all manuscript pages, including the first page; center number at the bottom of each page. Do not use other footers, headers, or footnotes.
- A cover page will not be necessary because authors will provide pertinent information in the "document details" section of the submission website.
- Follow manuscript style guidelines as specified by the *Publication Manual of the American Psychological Association* (6th ed.), except as modified above. Per the manual, italicize the names of journals, statistical symbols, titles of tables, etc.; do not use the underline feature in above areas. Turn off all hyperlinks of URL references.

### Manuscript Submission Procedures

**Manuscript must be submitted no later than midnight on June 29, 2011 to be eligible for review.**
  (Note: All submissions and the "blind" review process will be completed electronically.)
- Submit manuscript via *FastTrack*™ at http://aaae.expressacademic.org/login.php
- If you are not a registered *FastTrack*™ user, you must create an account first.
- Submit an electronic file in *MS Word* of the complete manuscript.
- In the *FastTrack*™ submission process, be sure to provide the following information:
  - Title: Provide complete manuscript title
  - Author(s): List name of lead author as well as names of all co-authors.
  - Document type: Select "North Central Region"
  - Document topic(s): Indicate "Research Methodology": Historical, Mixed Methods, Philosophical, Qualitative, or Quantitative. Also indicate "Content Focus" most closely corresponding with the manuscript (i.e., the National Research Agenda topic)
  - Attach the manuscript and click "Submit document"

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\*Although it was voted upon at the 2010 NCAAAE Conference to move to research abstracts, the NCAAAE Officer Team voted to table this change until the impact of this change could be discussed with the AAAE Research Committee and the *FastTrack*™ Coordinator.