# Paper Title

Author(s) Name(s)

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*E-mail*

Please follow the steps outlined below when submitting your final draft to the organizing office of InSEA Deagu (insea2017@gmail.com). If you have any questions, direct them to the office.

**1. Formatting your Paper**

Text, illustrations, and charts must be kept within the default parameters (preset) of Microsoft Word (Left: 2.54cm, Right: 2.54cm, Top: 3cm, Bottom: 2.54).

**2. Main Title**

The main title should be centered, and in Times New Roman 14-point, boldface type. Capitalize the first letter of nouns, pronouns, verbs, adjectives, and adverbs (*e.g.* **A Comparative Study of Community-based Art Education in Korea**).

**3. Author Name(s) and Affiliation(s)**

Author names and affiliations are to be centered beneath the title and printed in Times New Roman 12-point, non-boldface type. (See example below)

*Affiliations are centered, italicized, not bold. Include e-mail addresses if possible.*

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**4. First and Second-order Headings**

Please initially capitalize only the first word in the first and second-order headings (*e.g.* Titles and headings).

The first-order heading (e.g. **1. Introduction**) should be Times New Roman 13-point boldface and flush left.

The second-order heading (e.g. **1) History of art education**) should be Times New Roman 12-point boldface and flush left.

**5. Main Text**

Type your main text in 11-point Times New Roman, single-spaced. All paragraphs should be indented 1 space.

**5.1. In-Text Citations**

APA (American Psychological Association) style (the 6th edition) is most commonly used to cite sources within the social sciences. Use APA style follow “the author-date” method of in-text citation (e.g. Jones, 1998).

If you are directly quoting from a work, you will need to include the author, year of publication, and the page number for the reference.

**Quotations:**

(e.g.) Jones (1998) found “students often had difficulty using APA style” (p. 199); what implications does this have for teachers.

(e.g) Jones’s (1998) study found the following:
Students often had difficulty using APA style, especially when it was their first time citing sources…..to ask their teacher for help. (p. 199)

**Summary or paraphrase:**

According to Jones (1998), APA style is a difficult citation format for first-time learners.

**5.2 Tables**

Place tables as close as possible to the text they refer to and aligned center. A table is labeled Table and given a number (*e.g.*, **Table 1. Sample Datasheet with Attributes in Linguistic Term**)

**Table 1. Table Label**

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**5.3. Figures**

Place figures as close as possible to the text they refer to and aligned center. Photos, graphs, charts or diagram should be labeled Figure (*e.g.*, **Figure 1. Location Error Rate of Three Schemes**).



**Figure 1. Figure Label**

**6. References**

For bibliographical references, APA (American Psychological Association) style (the 6th edition) should be used (https://owl.english.purdue.edu/owl/resource/560/18/). List reference that has most important contribution, (if possible, limit to 5~10). Use 9-point Times New Roman, fully justified, single-spaced, at the end of your paper. Don’t forget to put period (.) at the end of each reference. (See examples below)

**6.1. Journal Article**

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Title of Periodical, volume number* (issue

number), pages.

Harlow, H. F. (1983). Fundamentals for preparing psychology journal articles. *Journal of Comparative*

*and Physiological Psychology, 55*, 893-896.

**6.2. Book**

Author, A. A. (Year of publication*). Title of work: Capital letter also for subtitle*. Location: Publisher.

(*e.g.*) Calfee, R. C., & Valencia, R. R. (1991). *APA guide to preparing manuscripts for journal publication*. Washington, DC: American Psychological Association.

**6.3. Chapter in an Edited Book**

Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In A. A. Editor & B. B. Editor (Eds.). *Title of book* (pages of chapter). Location: Publisher.

(*e.g*.) O’Neil, J. M. & Egan, J. (1992). Men’s and women’s gender role journeys: A metaphor for healing,

transition, and transformation. In B. R. Wiener (Ed.), *Gender issues across the life cycle* (pp. 107-

123). New York, NY: Springer.

**6.4. Conference Proceedings**

Author, A. A., & Author, B. B. (Eds.). (Year of publication). Proceedings from *Title of the Conference*. Location: Publisher.

(*e.g*.) Schnase, J. L., & Cunnius, E. L. (Eds.). (1995). Proceedings from CSCL ’95*: The First International*

*Conference on Computer Support for Collaborative Learning*. Mahwah, NJ: Erlbaum.