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We recommend that authors download the free version of Grammarly (**www.grammarly.com**). when writing their article. Grammarly is a cross-platform cloud-based writing assistant that reviews spelling, grammar, punctuation, clarity, engagement, and delivery mistakes.

Specifications

- Deliver article in MicroSoft® Word®.
- Select 12 point Times Roman font for the text. Use boldface and/or italics sparingly in text. Do not use all caps.
- Please ensure that the article is NOT typed with hard returns at the end of every line of text.
- Limit article length to **less than 3,500 words but at least 1,200 words**, which includes any references or resources and author biography.
- Include a short **(75 words or less) biography (per author)** at the conclusion of the article and provide a contact e-mail. If more than three authors, only provide job title, place of employment, and contact email.
- Follow the reference system found in the *Publication Manual of the American Psychological Association*.
- Do not use footnotes. Footnotes should be incorporated into the text or cited in the reference list.
- Submit photos and other graphics in separate files.
  - Do not embed photos or other graphics within the article as their resolution is not high enough for four-color printing.
  - Provide either high-resolution (300 dpi or greater) electronic files (JPEG, TIFF, or EPS).
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