WACE Refereed Paper Guidelines for Authors

1) On the cover page, include the title of the paper and all author names and institutions (the author information will be removed for the double-blind review process).

2) On the cover page, please indicate whether your refereed paper is a:
   a) Qualitative research paper or
   b) Quantitative research paper or
   c) Discussion paper

3) Include your abstract at the beginning of the paper.

4) Paper should be a minimum of six 400-word double-spaced pages and not exceeding twelve 400-word double-spaced pages in length using Times New Roman 12 point font.

5) Review Criteria for a “Qualitative or Quantitative Research Paper” include:
   a) Paper Introduction
   b) Paper Methodology
   c) Paper Results and Discussion
   d) Paper Conclusion(s) and/or Discussion
   e) Paper Quality (English grammar, clarity of presentation, structure, etc.)

   Review Criteria for a “Discussion Paper” include:
   a) Paper Introduction
   b) References to Relevant Literature
   c) Discussion of Important Issue(s)
   d) Paper Conclusion(s) and/or Implications
   e) Paper Quality (English grammar, clarity of presentation, structure, etc.)

6) All citations, references, tables, and figures should be cited in APA format. Please find the guidelines on the APA style website: http://apastyle.apa.org/

7) Paper must be emailed only in Word format, as we will electronically distribute your paper to the International Review Committee. Any PDF, faxed or mailed in papers will not be considered.

Please email your paper to Marty Ford, Director of Global Partnerships & Programs: wace@uml.edu

Thank You!

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