4th ANNUAL INTERNATIONAL CONFERENCE ON SOCIAL SCIENCES (AICSS)

[[1]](#footnote-1)

Abstract

*Keywords: Type your keywords here, separated by semicolons*

1. Introduction

These are the instructions for preparing papers for *4th Annual International Conference on Social Sciences (AICSS)*. Please read the instructions in this sample paper carefully before typing. The papers should be submitted in their final form. Note that the length of the paper should not exceed 15 pages (including references, appendices etc.). Your paper will be included in the Proceeding Book if you complete your paper submission by sending the “full paper” by March 28, 2020 and register by April 3, 2020.

Detailed instructions for preparing the papers are listed in this template.

1. Writing The Paper

Please note that margins are already established (3 cm margin at the top, 3 cm at the bottom, right and left of the page). Subheading and footheading are already setup.

* 1. **Structure**

For this Procedia the files must be in MS Word format only and should be formatted for direct printing. Figures and tables should be embedded and not supplied separately. Please make sure that you use as much as possible normal fonts in your documents. Special fonts, such as fonts used in the Far East (Japanese, Chinese, Korean, etc.) may cause problems during processing. To avoid unnecessary errors you are strongly advised to use the ‘spellchecker’ function of MS Word. Follow this order when typing manuscripts: Title, Authors, Affiliations, Abstract, Keywords, Main text (including figures and tables), Acknowledgements, References, Appendix. Collate acknowledgements in a separate section at the end of the article and do not include them on the title page, as a footnote to the title or otherwise.

The length of the paper should not exceed the 15 pages. Fonts: Use Times New Roman 11 and single line spacing throughout the paper (Including sections and subsections). Only if you want to emphasize special parts of the text use Italics.

* 1. **Tables and Figures**

Tables and figures should be placed in the body of the article near to their citation. Enumerate them consecutively using Arabic numbers and type captions with an initial capital (e.g. Table 1, Table 2,..). Use font 11 regular for Table caption, and font 10 regular for the rest of table information, legend and source. Leave one blank line (11 point) before the captions and one after the source.

Table 1. Font sizes and styles (Times New Roman)

|  |  |  |  |
| --- | --- | --- | --- |
| **Graphics** | **Top** | **In-between** | **Bottom** |
| Tables | End | Last | First |
| Figures | Good | Similar | Very well |

*Source:*

For figures’ title, legend and source please refer to table instruction above. Furthermore, when choosing the colors of your figures, remember that paper might be printed in black and white color. Figure 1 is intended to illustrate the positioning of a figure.

Figure 1. Font sizes and styles (Times New Roman)



*Source:*

* 1. **Equations**

Equations and formulae should be typed and numbered consecutively with Arabic numerals in parentheses on the right hand side of the page.

(1)

**2.4 Itemizing, reference, footnotes**

Itemizing: In case you need to itemize parts of your text, use either bullets or numbers, as shown below:

* First item
* Second item

1. Numbered first item
2. Numbered second item

References are cited in the text by giving the name of the author/editor, year of publication and – in the case of quotations or an exact reference - the page number, all in parentheses (Swinnen, 1997: 12) or (Zeller et al., 1997). Collect references at the end of the manuscript. References must be listed in alphabetic according to APA Style at the bottom of this template. The author is responsible for the accuracy of the references.

Footnotes should appear at the end of the page in which they are inserted

[[2]](#footnote-2)

Citations in the text should not be identified by footnotes. Tables and figures should be placed in the body of the article near to their citation. Number figures consecutively. Type captions with an initial capital only.

1. **Conclusion**

Your paper will be included in the Proceeding Book if you complete your paper submission by sending the “full paper” by May 6, 2016 and register by May 2, 2016

REFERENCES

Please use the following APA quick guide for References and in-text citations:

http://www.apastyle.org/learn/index.aspx

http://www.apastyle.org/learn/quick-guide-on-references.aspx

Acknowledgements

These and the appendix headings are in bold but have no numbers. Text below continues as normal.

1. An example appendix

Authors including an appendix section should do so after References section. Multiple appendices should all have headings in the style used above. They will automatically be ordered A, B, C etc.

* 1. Example of a sub-heading within an appendix

There is also the option to include a subheading within the Appendix if you wish.

1. \* Corresponding author. Tel.: ; fax: .

   *E-mail address:* . [↑](#footnote-ref-1)
2. Remind that footnotes should be used only when strictly necessary and for explicative purpose. Do not use footnotes for references. [↑](#footnote-ref-2)