

Cambria Institute Key Publishing Requirements

1. The manuscript must adhere to the APA standard.
2. The manuscript should not have running headers or footers.
3. The manuscript must be submitted in Microsoft Word docx format. Prior to submitting the manuscript please review and accept all changes and ensure that track changes is turned off.
4. Endnotes rather than footnotes must be used.
5. Endnotes must be submitted using the automatic endnote feature in Word. Manual endnotes are not allowed. Please be aware that Microsoft Word always placed endnotes at the very end of the document. Therefore, endnotes will appear after any appendices and references. You should never try to place any content after the endnotes.
6. Tables, figures, and charts should be placed in a separate section after references called Web Appendix because such assets are published separately in an external file. Therefore, do not manually place commands for asset insertion such as “Insert Table Here” in the body of the document.
7. If tables, charts, or figures must be placed in the body of the paper rather than externally in a web appendix, then such assets must be provided according to specific guidelines. Please email webmaster@CambriaPress.com for instructions.
8. References must include DOI links if available. This will require that you search for each reference via the CrossRef Simple Text Query Form at <http://www.crossref.org/SimpleTextQuery/>.
9. Author name(s), affiliation, physical address, and e-mail address are required in the body of the paper. Abstract, and keywords are also required.
10. For the body of your paper, allow content to flow normally. Do not use hard returns to end a line. We recommend two spaces at the end of each sentence.
11. For equations, please employ unicode symbols. We cannot accept the Microsoft equation feature at this time.

Sample Well-Structured Paper

An example of a well-structured paper consistent with the publishing requirements is available at <http://www.cambriainstitute.com/guidelines/wellstructuredpaper.pdf>

Note: please visit the link below for additional information and updates:

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