Paper Title

[Do not include author details in the initial submission to facilitate a double-blind review]

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Abstract

Between 100 and 150 words, briefly specifying the aims of the work, the main results obtained, and the conclusions drawn.

**Keywords:** Keyword1; keyword2; keyword3 (maximum 6).

# 1. Introduction

The first section starts on page two. Paper length must be between 4 and 8 pages, including the abstract page and all text, references, figures, and tables. Manuscripts that deviate from the guidelines, such as exceeding eight pages, adjusting margins incorrectly, or not conforming to the provided template, will be promptly rejected without evaluation of their content.

Paper size must be 170 by 240 mm with the following margins: top 2.4 cm; bottom: 2.5cm; inside: 2 cm; outside: 1.6 cm; gutter: 0 cm.

# 2. Fonts and Styles

The fonts, sizes, and spacing to be used are as indicated in this document, which can be used as a template.

## 2.1. Example of Subsection

Manuscripts should have at most three levels of headings, which will be numbered with Arabic numerals starting at 1. The title of the paper should be printed in Times New Roman 13pt bold. The heading of each section should be printed in Times New Roman 11pt bold. The heading of each subsection should be printed in Times New Roman 10pt bold. Finally, the heading of each sub-subsection should be printed in Times New Roman 10pt italics. All titles should have a 6-point space following them.

Do not insert a blank line before or after the heading.

### 2.1.1. Guide for Writing Full-length Papers

This document can serve as a template for the format of papers. All text, figures, and tables must be included within the margins of the template.

## 2.2. Figures and Tables

All images and photographs should be inserted into the document.

Figures and tables should appear in numerical order, be described in the body of the text, and be placed near their first mention in the text. Each image or photograph should have a caption with Figure followed by its corresponding number, and each table should have a caption with Table followed by a consecutive number placed below it.

The captions for figures and tables should be written in Times New Roman 9pt. Text within the figures must be of sufficient size for readability, meaning the font size should not be smaller than 9 points.



Figure 1. Style for figure legends. It should appear below the Figure. Source: Xyz (2005).

Figures, photographs, and tables should be centered on the page. Tables should have border lines at the top and bottom, as well as beneath the header.

Table 1. This is the style for table captions (Times New Roman 9pt). Table captions should appear above the table. Source: Xyz (2016).

|  |  |
| --- | --- |
| **Variable** | **Value** |
| x | 43.2 |
| y | 12.5 |

## 2.3. Formulas

Formulas and/or equations will be inserted using the equation editor integrated into Microsoft Word and will be numbered in parentheses to the right, indicating their order for possible references in the text. For example:

(1)

# References

References must be formatted in APA style (7th ed.), available at <https://libguides.csudh.edu/citation/apa-7>. Please ensure that all work cited in the text is included in the reference list and that the dates and authors in the text match those in the reference list.

For citation in the main text, use the surname of the author and year of publication: (Bloom, 1956). Insert initials only if there are two different authors with the same surname and same year of publication. The abbreviation "et al." should be used in the text when there are more than two co-authors of a cited paper.

#### References should be listed alphabetically at the end of the paper. References must always be given in sufficient detail for the reader to locate the work cited. You can find some examples of how to format the references here: <https://headconf.org/apa-citation-style/>

Bloom, B. S. (1956). *Taxonomy of Educational Objectives*. New York: David McKay.

de Sivatte, I., Gabaldón P. (2023). The role of financial aid in college performance: the importance of class attendance, aid amount and type of aid. *9th International Conference on Higher Education Advances (HEAd'23)*, 465-473. <https://doi.org/kxm4>.

Van Vugt, M., Hogan, R., & Kaiser, R. B. (2008). Leadership, followership, and evolution: Some lessons from the past. *American Psychologist*, 63(3), 182-196. <https://doi.org/fw5s2b>.