

**Article Title** (*Recommended to summarize the main idea of the paper in not more than 50 characters. When typing the title, center it on the page and capitalize only the first letter of important words.*)

**First A. Author\*<sup>1</sup>, Second B. Author<sup>2</sup> and Third C. Author<sup>3</sup>**

<sup>1,2</sup> Authors' Department, Institute, Organisation, Country  
(E-mail: firstauthorsname@aaaa.bbb, secondauthorsname@aaaa.bbb)

<sup>3</sup> Author's Department, Institute, Organisation, Country  
(E-mail: thirdauthorsname@aaaa.bbb)

**Important note:**

- (1) Manuscripts are accepted in English or Spanish.*
- (2) The manuscripts in Spanish must include additionally title, summary and keywords in English.*
- (3) The name and affiliation (including city and country) of each author must appear on the paper. Use international format for telephone and fax numbers. Do not use all uppercase for authors' surnames.*

**Abstract**

The text of the abstract goes here. It should be a single paragraph has a block format, that is, the first line should not be indented. The purpose of this section is to provide a brief and comprehensive summary of the study. It should be accurate (do not include information here that is not in the body of the manuscript), self-contained (spell out abbreviations), concise (120 word maximum), and specific (begin this section with the most important information and limit it to the four or five most important concepts, findings, or implications of the study). As part of the theme of being concise, use digits for all numbers except when they begin a sentence. Avoid citing references in the abstract. Paraphrase rather than quoting. Use active rather than passive voice (but without personal pronouns). Use past tense for procedures and present tense for results. It is a good idea to write this section last. Also notice that everything about this manuscript is double spaced. The next section begins on a new page. If you press and hold down the ctrl key while you press the enter key, MS Word will force a page break.

**Keywords:** One; Two; Three; Four; Five; Six (up to 6 words arranged in alphabetical order)

## **Introduction**

Begin the introduction here. Retype your title and center it at the top of the introduction as indicated above. Notice that these paragraphs should have a normal (.5 inch) indent. The main purpose of this section is to tell the reader why you performed the study. In other words, you have to inform the reader of the research question and indicate why it is important, and how it is unique when compared to previous studies. It starts out broad and becomes more and more specific. For example, you might begin by defining any relevant terms. Then go on to review the relevant literature. Avoid an exhaustive and historical review. Then go on to make clear the connection between previous research and the present work. The final paragraph usually contains a statement which clearly and explicitly states why the study was performed. Articles should be a maximum of 10,000 words in length. This includes all text but excluding references and appendices.

## **Literature Review**

The review of the relevant literature and theory should be here. You may also include any hypotheses and the rationale for them.

## **Methodology**

### *Subjects or Participants*

Indicate who participated in the study, how many, and how were they selected. Include any details which are relevant to the study (e.g., gender, age, ethnicity, strain, weight, etc.). If the subjects were human, what type of reward or motivation was used to encourage them to participate?

### *Apparatus/Materials*

Describe what materials were used and how they functioned in the study. If you use a piece of equipment, you must give the model number, company, and state where the company resides (as a two-letter abbreviation). You must give the dimensions (and perhaps other descriptive details) of any important items used in the study. Standard equipment such as furniture, stopwatches, pencils and paper, can usually be mentioned without providing a lot of details. In fact, you may often simply mention these items in passing as part of the procedure. Be careful not to describe procedures in this section.

### *Design*

Describe the design and clearly spell out the independent and dependent variables. Indicate what the levels of the independent variables were, and whether the factor(s) were repeated, matched, or independent. Describe how the subjects were assigned to groups. Describe any control procedures used.

### *Procedure*

Carefully summarize each step in the execution of the study. Indicate what a typical test, trial, or session involved. Describe any phases that the study had or any instructions that the subjects received. When referring to groups, try to use descriptive labels.

## **Results**

Look carefully at the results. That is, take a good hard look at all those numbers you collect. Think of different ways to summarize them, as well as to make sense of them. This section will be easier to write if you make any tables and/or figures you intend to use first.

Briefly state the main findings in words. That is, first give a general description, then go into the details. When presenting the results of statistical tests, give descriptive statistics before the corresponding inferential statistics. In other words, give means and/or percentages (perhaps referring to a table or figure), before talking about the results of any statistical tests you performed. When presenting means, it is reasonable to use one additional digit of accuracy than what is contained in the raw data. When presenting nominal or ordinal data, give the percents rather than frequencies (since percents are independent of the sample size).

The general format for presenting an inferential statistic is: Statistic(df) = value, probability = value. Note that exact p values are preferred. Also, if the computer output says the probability is .0000, then report it as .001. When possible, include some indication of effect size.

When actually presenting the results, try to emphasize the meaning of the statistics. That is, clearly describe what it is you are testing and what significance means for the variables involved. Do not discuss the implications of the results in this section. Do not talk about the meaning of the alpha level or the null hypothesis. If you are presenting a lot of material here, you may wish to employ subheadings (as is done in the methods section). These subheadings should have meaning and relevance to the data and should help to organize your presentation of it. In other words, they should not be organized by the type of analysis employed. Since this is not expected by the reader, it is a good idea to precede the subheadings with a paragraph informing the reader of the logical organization of this section.

Be careful with the word "prove". Since statistical tests are based on probability and can be in error, they do not really prove anything. You can only use wording that implies causality if you actually manipulated the independent variable (i.e., performed an experiment).

## **Discussion**

The purpose of this section is to evaluate and interpret the results, especially with respect to the original research question. Start off with a brief, non-technical summary of the results. In other words, tell the reader about the main findings without using statistical terminology. Then go on to discuss the implications of the results. It is also important to discuss how the results relate to the literature you cited in the introduction. In other words, emphasize any theoretical consequences of the results.

You might (or might not) also mention any limitations of the study and any suggestions for future research in this section. Finally, you need an ending paragraph in which you make a final summary statement of the conclusions you have drawn. You are also encouraged, when appropriate, to comment on the importance and relevance of your findings. How are your findings related to the big picture? Thus, this section should contain an absolute minimum of three paragraphs: the non-technical summary, discussion of the results and their implications, and the concluding paragraph.

**Acknowledgment (option):** The authors would like to express appreciation for the support of the sponsors [Project Number = XXXXXXXX].

## **References**

References should be listed in alphabetical order and presented in a format according to the APA Style:

Book

Lumby, J. (2001). *Who cares? The changing health care system*. Crows Nest, NSW: Allen & Unwin.

#### Book chapter

McKenzie, H., Boughton, M., Hayes, L., & Forsyth, S. (2008). Explaining the complexities and value of nursing practice and knowledge. In I. Morley & M. Crouch (Eds.), *Knowledge as value: Illumination through critical prisms* (pp. 209-224). New Jersey: Rodopi.

#### Journal article

Boughton, M., & Halliday, L. (2008). A challenge to the menopause stereotype: Young Australian women's reflections of 'being diagnosed' as menopausal. *Health & Social Care in the Community*, 16(6), 565-572. <http://dx.doi.org/10.1111/j.1365-2524.2008.00777>

#### Webpage with an author

Welch, N. (2000, February 21). *Toward an understanding of the determinants of rural health* Retrieved from <http://www.ruralhealth.org.au/welch.htm>

#### Webpage with no author

*ANCI national competency standards for the Registered Nurse and the Enrolled Nurse* (2000) Retrieved from <http://www.anci.org.au/competencystandards.htm>

#### Newspaper article

Bagnall, D. (1998, January 27). Private schools: Why they are out in front. *The Bulletin*, pp. 12-15.

#### Government publication

The Health Targets and Implementation (Health for All) Committee. (1988). *Health for all Australians*. Canberra, ACT: Australian Government Publishing Service.

: