Submission Checklist

Please note that articles received that do not meet these specifications will be returned to the author. Read the following carefully.

- Only one article per author per year may be submitted
- Ensure that the written work belongs solely to the author(s) and is original content. Any information obtained from an outside source must be properly cited in APA 7th edition.
- Article has been pre-edited and is almost entirely free of spelling and grammatical errors
- Upload article as a Microsoft Word document
- Upload as the entire article without the title page - this includes the abstract, the body, tables/figures, and references (This is your entire article, just without the title page).
- Author’s information or affiliation should not be included throughout the article
- Title page should be in APA 7th edition format, uploaded separately, and include the following information:
  - Authors full names with their respective titles (PhD, MD, PhD student, etc.), institutions, departments, city, and contact emails
  - Word count
  - Full title of the article
  - Include information on any conflicts of interest (Click here)
- All tables and figures should include a short, descriptive title, and should be embedded within the article where they are first mentioned
- Figures should be labeled, taking into account necessary size reduction upon publication
- Article must include: Abstract, introduction, literature review/body of paper (methods and results must be clearly labeled), implications, conclusions, references page
- Authors with questions on format specifications or structure should refer to the WIJAR Resources tab

Length
- Abstracts must be between 100-300 words and contain a minimum of three keywords
- Entirety of article should not exceed 5,000 words

Format
- Include the full title of the article at the top of the first page
- 12pt font, Times New Roman
- Entire article should be double-spaced, including references
- APA 7th edition
- Article should begin with an abstract (no more than 300 words)
- Do not include headers or footers
Submission Checklist

Headings

Follow APA 7th edition. See examples below.

<table>
<thead>
<tr>
<th>Level</th>
<th>Format</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Centered, Bold, Title Case</td>
</tr>
<tr>
<td>2</td>
<td>Flush Left, Bold, Title Case</td>
</tr>
<tr>
<td>3</td>
<td><em>Flush left</em>, Bold <em>Italic</em>, Title Case</td>
</tr>
<tr>
<td>4</td>
<td>Indented, Bold, Title Case, Ending with a Period. (text begins on same line)</td>
</tr>
<tr>
<td>5</td>
<td><em>Indented</em>, Bold <em>Italic</em>, Title Case, Ending with a Period. (text begins on same line)</td>
</tr>
</tbody>
</table>

Tables/Figures

- All tables/figures are introduced and referenced in text
- All tables/figures are incorporated according to APA 7th edition standards
- Table and figures legends are incorporated above the table or figure
- Tables should be incorporated in the Microsoft Word document using the ‘Insert Table’ function
- All columns must have a heading

References

- Each article must have a references page
- Must be listed on a separate page at the end of the article
- Double-spaced and adhere to APA 7th edition standards
- Listed alphabetically

Support

Samples of aforementioned format guidelines as well as additional writing support resources can be found under our Resources tab on the WJLAR website.