

# E.L.E.V.A.T.E. Summit Submission Guidelines

## Submission Types

- **Full Paper:** 8–12 pages (2,000–3,000 words), double-spaced.
- **Conference Presentation:** 3–5 pages (750–1,250 words), double-spaced.
- *Page limits exclude references, tables, and figures.*

## Formatting

- 12-point Times New Roman or Arial font.
- 1-inch margins on all sides.
- Number pages consecutively.

## Recommended Organization

- **Full Paper:** Introduction, Literature Review, Methodology, Results/Implications, Conclusion/Call to Action.
- **Conference Presentation:** Condensed versions of the same sections.

## References

- APA, MLA, Chicago, IEEE, or another discipline-appropriate citation style.
- Use one style consistently and identify the style used.

## Submission Requirements

- Submit manuscripts in **.DOC or .DOCX** format.
- Include a separate title page with:
  - Paper title
  - Author(s) and affiliation(s)
  - Email address(es)
  - Abstract (150–250 words)
- Remove all author-identifying information from the manuscript for **blind peer review**.

## Peer Review

- All submissions are subject to peer review.
- Authors are expected to serve as peer reviewers for other submissions.

For questions, contact Dr. Gina Fe G. Causin at [causingf@sfasu.edu](mailto:causingf@sfasu.edu) .