

Author Instructions for Papers and Extended Abstract

Submitting Your Initial Paper for Review

Thank you for your interest in the 2014 International Professional Communications Conference. Please read the entire **Author's Template** for complete instructions on how to format your conference proceedings paper for the initial review. (If your extended abstract has been accepted, please refer to the Submitting Your Camera Ready Paper/Extended Abstract section.)

To make sure your paper goes through the proceedings process as smoothly as possible, **please follow all the formatting instructions**. Attention to detail, particularly to the in-text citations and the references, helps our proceeding reviewers get your paper through the process with minimal corrections. Use the IEEE referencing style identified in the template—do not use APA or any other style. **Authors who use an alternative citation or reference style will have their papers returned.**

The Author's Template uses Microsoft Word's style features. Styles are specifically designed for the required styles for your convenience. If you are not familiar with styles, you can find more information by searching for "Style basics in Word" along with the version of your Word (e.g., Word 2013).

We recommend that you print out or save a separate copy of the template and these instructions for your reference, and replace the text as it is formatted in the template.

Before submitting your initial paper for review,

- Do not complete the Author Name section until you submit the final camera-ready copy.
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- If you are a nonnative English speaker, we strongly encourage you to have your paper proofread and edited by a native English speaker before you submit it.

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- Revise your paper based on the feedback you received from the reviewers.
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Please register for the conference as soon as you can. Your paper or extended abstract will not be published if you do not register for the conference.