

## Author Checklist for Accepted IGI Journal Manuscripts

*Please complete the following checklist, sign and date the form and forward it with your final chapter no later than **[Insert date]**. All materials should be sent directly to the Editor-in-Chief of the journal.*

Manuscript Title: \_\_\_\_\_

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**Before sending your article, it is very important that you have:**

Included an abstract and keywords.

Included the final electronic copy of the manuscript in Microsoft Word (**No LaTeX files will be accepted**). Please also include your manuscript in PDF as well to ensure that all figures and fonts translate accurately.

Submitted a biographical sketch (100-150 words) of EACH author electronically.

Denoted the corresponding author with an asterisk (\*). The author proofs for your article will be sent electronically to that individual.

Provided 25-30 references **STRICTLY** following the style of the American Psychological Association (APA). All references listed at the end of your article must be cited throughout the text.

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