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- 4. *Manuscript Style/Format.* Manuscripts must be on quality 8½" x 11" paper with 1" margins, and be approximately 30 pages in length. Type only on one side of the paper, using left-margin justification only. Double-space all material throughout the manuscript, including abstract, acknowledgments, footnotes, and references. Use 12-point Times New Roman font style throughout. You must use either Word or WordPerfect for your manuscript, but we prefer Word.
- 5. Abstract. On a separate page, include an abstract not exceeding 100 words, followed by no more than eight key words or short phrases listed in alphabetical order (set the phrase Key Words: in italics and the key words themselves in roman).
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- 11. *Mathematical Formulations*. Use Arabic numbers enclosed in parentheses placed flush left on the first line of the equation. Number equations consecutively throughout the manuscript. Indent the equation after the equation number. Punctuate all mathematical material.
- 12. Copies. Please send four copies of your manuscript to:

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