

Article Title

By Forename Surname

Abstract

Begin the Abstract text here (style: Abstract). The limit is 200 words.

Keywords: Add up to 10 keywords (style: Body Text), separated by commas, and concluded by a period (full stop).

Introduction

Begin your article here (style: Body Text). Paragraphs should be fully justified and indented by ¼" (0.63 cm), with no extra space after each paragraph. Please use the footnoted version of the Chicago Manual of Style, 17th edition (no reference list is necessary).¹ It is a requirement of Chicago that references should go in the footnotes. Please do not embed hyperlinks to references in the text. Use single spaces between sentences. Headings should be Cambria and blue; the main text should be Segoe UI and black.

Indent quotations (style: Quotation) by ½" (1.27 cm) on both the left and the right with no first-line indentation and with 12-point spacing before and after each quotation. Retain full justification. Quotations of 100 words or more must be separated and indented, but shorter quotations may also be indented.

Sub-Heading

You should only use four levels of heading: the article title, main headings, sub-headings, and sub-sub-headings. If you use subheadings or sub-sub-headings, you should use at least two for each higher-level heading. Capitalize all major words in each level of heading, but do not use all capitals.

Sub-Sub-Heading

All the styles you should need are in the style bar. Please do not change any of them. You can use this file as a template or load the template separately. Please ensure the paper size is set to Letter, not A4, and there are 1" (2.54 cm) margins all round.

¹ University of Chicago Press, *Chicago Manual of Style*, 17th ed. (Chicago: University of Chicago Press, 2018).