

# Title of Your Paper

**Commented [A1]:** Insert your title without line breaks. The title should be capitalized in centered.

Name of style: Title of Your Paper

Author Name  
Affiliation  
author@email.com

Author Name  
Affiliation  
author@email.com

Author Name  
Affiliation  
author@email.com

**Commented [A2]:** If the numbers of authors are more than four, insert a new row below into the author name table for additional author(s). If you have two authors, please leave the right cell empty. For single author it should be inserted in the center. The author name forms in the sequence of first name and last name. Affiliation is for your school or organization name only.

**Abstract:** Here is to provide the summary of your research. The format of abstract should be 10 point Times New Roman, bold, italic, and justified. The abstract consists of one paragraph. The abstract should be at least more than 100 words. Please do not use abbreviations. No reference in the abstract. Insert one blank line between the abstract and keywords.

**Commented [A3]:** The abstract should be one paragraph, and it should be 10 points as instructed.

**Keywords:** ICoME presentation form, Template word, Manuscript style, Paper format

**Commented [A4]:** About four key words or phrases, in alphabetical order, separated by commas, with only the first index term capitalized. Two line breakers should be inserted after the keywords.

## INTRODUCTION (1<sup>ST</sup> LEVEL HEADING)

This year's conference theme is to open the discussion of advancing learning experience with emerging technologies. Through the conference, we would like to collect ideas and research to lead our learners' experience forward to better learning. It could be relatively easy to introduce new media, but it is our primary mission to apply the technologies with pedagogical value correctly. ICoME 2018 will bring you new perspectives to implement the latest technologies for learning and training.

This word document is to provide a template for Microsoft Word and give you the basic guidelines for preparing manuscripts for ICoME 2018, August 16-18 in Cheongju, Korea. Please set your MS-words to enable "Show Comments" and follow the instructions for the consistent format.

Please do not insert the page numbers; all the paper will be merged to create the Proceedings, and page numbering will be applied at that time.

### Headings of paper (2<sup>nd</sup> level heading)

You can use the second level heading that the style name is "2nd heading". The first letter of the first word should be capitalized, but the rest of the words remain not capitalized. No line break is after the 2nd heading. Remember that the text body except for headings and title should be consistent with the style of "main text."

**Commented [A5]:** This is the first heading, and you can find this style as labeled as 1<sup>st</sup> heading. The 1<sup>st</sup> heading should be capitalized. The name of style is "1<sup>st</sup> heading"

### The list of styles (3<sup>rd</sup> level heading)

You can insert a 3rd level heading that is the same as the 2nd level heading except for the font size, 10-point. You can use "3rd heading" of the styles in this document.

**Commented [A6]:** The body text is formatted as "main text" of the styles in this document.

## PAGE LAYOUT

You can use this document by merely doing the copy and paste your text over in this template. To read this template correctly, select "Print Layout" under the "View" menu to show the two-column format.

On the first page, two different column formats are combined. A single column format is to provide the title, author names, abstract, and keywords. After the single column, the rest of the template is a two-column format.

This template is formatted in the paper size of A4, and keep your contents inside the printable area of paper. Do not insert anything outside the print area. Because the Proceedings will be provided in a digital format, color may be used in the extended abstract, but try to use colors that contrast well in black and white.

## TYPEFACE, FONTS, AND ALIGNMENT

This template is Wherever Times is specified, Times Roman or New Times Roman may be used.

### Main text

Either Times Roman or New Times Roman is specified as the main typeface of this template. Write your body text in 10-point Times with style "main text." All paragraphs should be indented and are entirely justified in a single-spaced. Please do not add any additional blank lines between paragraphs. Please do not modify the styles used in this template.

**Commented [A7]:** "1<sup>st</sup> heading" of the styles

**Commented [A8]:** This comes from "2<sup>nd</sup> heading" style.

### Figures and tables

Figure captions and table titles should be the 10-point size and centered ("caption" in the Styles menu of this document). In the figure captions and table titles, the first letter of the first word should be

capitalized. Figures and tables must be numbered separately.

The captions of figures are placed below the figures; however, the table titles are to appear above the tables. The body text of table is “table text” in the Styles menu of this document). Table heads (and subheads if needed) are in boldface and left-justified.

Table 1. Table type styles.

<b>Table Head</b>	<b>Table Column Head</b>	
	<b>Table column subhead</b>	<b>Subhead</b>
Table copy	More table copy	



Figure 1. Caption style for describing figures.

Apply “caption” style.

### **BULLETS AND NUMBERED LISTS**

Recommended format for bulleted lists:

- No blank lines are required.
- List items should be indented 0.5 inches from the left margin.

For numbered lists you should:

- 1) Use where the order of the list is critical (NumberedList Style).
- 2) Use the auto-numbering feature included in the NumberedList Style.

### **ACKNOWLEDGEMENTS (OPTIONAL)**

If you want to identify your research grant, please insert the acknowledgements before the References.

### **REFERENCES**

- Cho, K., & Jonassen, D. H. (2002). The effects of argumentation scaffolds on argumentation and problem solving. *Educational Technology Research and Development, 50*(3), 5-22.
- Dabbagh, N. (2003). Scaffolding: An important teacher competency in online learning. *TechTrends for Leaders in Education and Training, 47*(2), 39-44.
- Ohler, J. (2007). *Digital storytelling in the classroom*. New York, NY: St. Martins Press.
- Smeda, N., Dakich, E., & Sharda, N. (2012). Digital storytelling with Web 2.0 tools for collaborative Learning. In A. L. P. Okada, T. Connolly, & P. J. Scott (Eds.), *Collaborative learning 2.0: Open*

*educational resources* (pp. 145-163). Hershey, PA: IGI Global.

**Commented [A9]:** All figures except author photo(s) should be inserted into an otherwise blank paragraph using the Insert → Photo → Picture from File command.

**Commented [A10]:** If you need to add bullets and numbered lists in the paragraphs. Please follow the instruction here.

**Commented [A11]:** List all references in 9-point. Please follow the APA reference manual. Note that references should not have active hyperlinks.