



AIB-SE 2023 Annual Conference

Structured Abstract Format Guide

- File Format:** PDF
- Length:** Four (4) 8.5” x 11” pages.
This limit includes all text elements (images, one (1) table/figure).
- Font:** 12-point Times New Roman
- Justification:** Full
- Margins:** 1” Margins
- Indenting:** Do not indent the first line.
- Spacing:** Single Spacing
- Paragraph:** Separate paragraphs by one (1) line. Please do not use special spacing between paragraphs.
- Copyright release:** You are not required to submit a copyright release form during the submission process. Publication in the proceedings will only include the title and the abstract paragraph.
- Where to submit:** All submissions must go through the AIB-SE online submission system.
- Formatting:**
- First Page:** Top: Full Title (centered, each word with an uppercase letter, bold). The title **MUST** include the words “An Abstract” at the end (e.g., **Global Marketing: The Consequences of GDPR: An Abstract**).
[Blank Line]
Heading – **INTRODUCTION** (centered, all caps, bold)
[Blank Line]
The introduction paragraph (full justification)
- Body of Text:** Additional sections should follow the **INTRODUCTION** using appropriate major headings (**BACKGROUND, METHODOLOGY, RESULTS, CONCLUSIONS, IMPLICATIONS FOR THEORY & PRACTICE**) (centered, bold, all caps) where necessary.
- Secondary headings should be left-justified, bold, first letter of each major word capitalized, with a space above and below the heading.
- Tables and Figures:** Up to one (1) table and one (1) figure may be included with structured abstracts. Tables and figures may be included in the text or at the end of the paper.
- References:** Include the heading “References Available Upon Request” (left justified, each word with an uppercase letter, no punctuation, not bold).