Title (Use Title Case)

**Abstract**

This template outlines the formatting requirements for a manuscript submitted to Design Dialogue for review. Double spacing is recommended for review purposes. You may use this template to format your submission. The manuscript’s title, authors, and affiliations should span the full width of the page in a single column. The title should be in Title Case. Author names should be in normal style, and affiliations in italicized style, with email addresses in normal style. For the Abstract heading, use bold formatting. Abstracts should be concise statements of the problem, approach, findings, and implications of the work described in a single paragraph, clearly stating the paper’s contribution to the field.

**Keywords**

Provide 3 to 5 keywords or phrases separated by semicolons for indexing purposes and to help identify appropriate reviewers. For the Keywords heading, use bold formatting.

1. Introduction

The heading of a section should be in Times New Roman 10-point bold (Section Heading Style). Sections should be numbered and in sentence structure. Generally, everything but the title is in Times New Roman 10-point font. A typical manuscript structure includes: Introduction, Literature Review, Research Objectives/Questions, Methodology, Results, Implications, and Conclusion. However, this may vary based on your research.

* 1. Page size and columns

Your content should fit within the margins of this template in a single column on each page. Right margins should be justified. Subsection headings should be in Times New Roman 10-point bold in sentence structure (Sub-Section Heading Style).

* 1. Text

Content paragraphs like this one are formatted using the Normal style (Times New Roman, 10 point). Double-spaced.

* 1. In-text citations

In-text citations should follow APA (7th edition) style. All citations must appear in the reference list at the end of the document, and all references in the reference list must be cited in the manuscript. References should be published and accessible to the public, primarily peer-reviewed.

* 1. Footnotes and endnotes

Avoid using footnotes and endnotes if possible.

* 1. Section headings are in sentence format

Section headings should be in Times New Roman 10-point bold (Section Heading Style). Sections should be numbered and in sentence structure.

* + 1. Sub-subsections

Subsection headings should be in Times New Roman 10-point bold in sentence structure (Sub-Section Heading Style). Limit sections to three levels.

* 1. Table and Figure Style

Use Tabletext style for all tables. Table captions should be placed above the table, and figure captions should be placed below the figure. Captions should be in Times New Roman 10-point bold in sentence structure

| Objects | Column A | Column B |
| --- | --- | --- |
| Tables | Above | More |
| Figures | Below | Less |

Table 1. Example table caption style. Same for figures.

Number all tables and figures appropriately (e.g., “Table 1” or “Figure 2”). Whenever possible, place figures and tables at the end of the paragraph in which they are referenced. Captions should be centered beneath the figure or table. Use high-resolution images (300+ dpi) that are legible if printed in color or black-and-white.

1. Conclusion

Please review the Guide for Authors.

1. ACKNOWLEDGMENTS

This section is optional.

1. REFERENCES

References should be in APA (7th edition) style and use the References Style. All citations must appear in the reference list at the end of the document.

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