

3rd Conference on Teaching Innovation in Higher Education

GUIDELINES FOR MANUSCRIPT PREPARATION AND SUBMISSION

- Authors who wish to have their contribution considered for publication shall respect the following guidelines and submit their manuscript to Illjornades.ides@uv.es
- All the authors of the manuscript shall have registered in the Conference for their work to be considered for publication.
- The name of the file shall have the following structure: Surname_Name.docx (or .doc)
- Manuscript submission deadline is 15 September 2014. Manuscripts received after this date, or which don't comply with presentation guidelines, will not be considered.
- Manuscripts shall not be longer than 12 pages (A4 paper sheets), footnotes and references included.
- Manuscripts shall be sent as Word files. Times New Roman 12-point font and 1.5 line spacing shall be used in the main text, and 10-point font and single line spacing in footnotes. Punctuation marks go before footnote numbers.
- Cited text goes within quotation marks "...". Citations which are longer than 40 words shall be included in a different paragraph using 11-point font, and separated by a blank line before and after.
- Sources cited in the main text or footnotes shall appear in parentheses, identified by the author's surname, the publication date of the work cited, and a page number if necessary, i.e. Surname (Year: pages).
- The title of the manuscript shall be written in 14-point font, centered. The author's name and affiliation shall be written in 12-point font, ranged left, and in separate lines.
- Figures and tables shall be sent separately as 300 dpi TIFF files. The exact place of insertion in the text must appear in the manuscript.

- Those manuscripts extending a Conference poster shall include the entire image of the poster, together with any extra illustrations used, in the 12 pages assigned.

- A maximum of 3 levels shall be used for the numbered sections of the manuscript. Section headings shall not be underlined, nor use italic type.

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- Sources shall appear at the end of the manuscript (References section) in the following manner:

· Book:

Castells, M. (2001). *The Internet Galaxy*. Oxford: Oxford University Press.

· Book chapter:

Pérez García, M. P. (2001). Estrategias e instrumentos de asesoramiento. En J. Domingo (coord.) *Asesoramiento del centro educativo: Colaboración y cambio en la institución* (pp.227-246). Barcelona: Octaedro-EUB

· Journal article (one author):

Anderson, A. K. (2005). Affective influences on the attentional dynamics supporting awareness. *Journal of Experimental Psychology: General*, 154, 258-281.

· Electronic documents:

Zabalza Beraza, M. A. (2011). El Practicum en la formación universitaria: estado de la cuestión. *Revista de Educación*, 354, 21-43. Consultado el 15/06/2014 en: <http://www.mecd.gob.es/revista-de-educacion/numeros-revista-educacion/numeros-anteriores/2011/re354.html>.