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General Instructions

- Type copy single space
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  (with 1/4” gutter between columns)
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- Center title, across the entire image area
- Center author(s) name, initial cap, below title
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- Provide photographs, black and white, glossy in position on the page
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- Position all figures/line drawings within text
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Helpful Hints

- Maintain uniformity
- Square-up lines
- Simplify all figures and tables
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- Type should be clear and crisp
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Suggestions

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