## Formatting Information for CLaSIC 2022 Conference Proceedings

All presenters are requested to submit their papers by <u>31 October 2022</u> for inclusion in the conference proceedings, which will be published in digital format (with ISBN). Manuscripts that reach us after this date can no longer be included in the proceedings. Only soft copies of manuscripts in *Microsoft Word Document* should be sent to clasic@nus.edu.sg as e-attachments.

Files should be saved under filenames according to the following format.

familyname\_givenname.docx (E.g., chan waimeng.docx)

Papers with multiple authors should be named after the first author only.

The proceedings will be published on CLaSIC2022 webpage. Please format your manuscript according to our style sheet. Please check your manuscript carefully for spelling and grammatical errors. Authors are responsible for the linguistic and factual accuracy in their own manuscripts. Your cooperation is much appreciated as this will reduce production time and minimise possible formatting errors.

For any enquiries, please email us at the above address.

# **Style Sheet for CLaSIC 2022 Proceedings**

Document Format: Microsoft Word

Paper Size: A4

Margins: Left and right, 2.5 cm, Top and bottom: 3 cm

Length: The file size for the manuscript should not exceed 5MB.

Font/Sizes: Times New Roman 12 pt. for main body, references,

11 pt. for captions of tables and figures

Line Spacing: Single (unless otherwise indicated)

Please refer to the examples in the following pages for more information.

Top/Bottom Margin: 3 cm

# TITLE OF PAPER IN TIMES NEW ROMAN, 16 PT., UPPER CASE, BOLD AND CENTRED

2 blank lines (Times New Roman 12pt.) between title and authors' names

Author in Times New Roman, 13 pt. (e-mail address in Times New Roman, 11 pt.) Author's Institution, Country of Institution in Times New Roman, 11 pt.

1 blank line (Times New Roman 12pt.) between author and co-author

Co-author in Times New Roman, 13 pt. (e-mail address in Times New Roman, 11 pt.) Author's Institution, Country of Institution in Times New Roman, 11 pt.

# Abstract (Times New Roman, 12 pt., bold)

between affiliations and abstract

Abstract should be in a single paragraph and between 150 and 200 words; Times New Roman, 11 pt., full justified

2 blank lines (Times New Roman 12pt.) between abstract and first heading

3 blank lines (Times New Roman 12pt.)

1 First Level Heading in upper and lower cases, Times New Roman, 12 pt., bold, hanging indent, app. 0.2"

Leave one line between the heading and first line of text.

1.1 Second and All Subsequent Level Headings in upper and lower cases, Times New Roman, 12 pt., bold, italic.

Use a decimal system for all headings and sub-headings, e.g. 1, 1.1, 1.1.1, 1.1.2 etc. Avoid using more than 3 levels of headings

Citations in parentheses with commas separating individual information, e.g. (Howard, 2003) or "Howard (2003) ..." with direct quoting from a source, include page numbers, e.g. (Jahn, 1998, p. 35) in APA Style (6<sup>th</sup> ed.)

# **Figures**

All graphs, diagrams and photos are labeled as figures and numbered in running order. Figures and captions (Times New Roman, 11 pt., Boldface) are centred on the page. Captions appear one blank below the figures

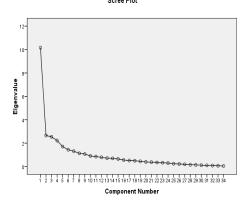


Fig. 1. Scree plot for preliminary analysis

## **Tables**

Tables and captions (Times New Roman, 11 pt., Boldface) are centred on the page. Caption appears one blank line above the table.

Table 1. KMO and Bartlett's Test

Kaiser-Meyer-Olkin Measure of Sampling Adequacy		.725
Bartlett's Test of Sphericity	Approx. Chi-Square	1617.528
	df	561.000
	Sig.	.000

#### **Footnotes**

Use footnotes sparingly in Times New Roman, 10 pt.

#### References

References in alphabetical order to follow the latest APA Publication Manual, 6th ed., Washington, DC).

#### Article in a Periodical:

Montrul, S., & Slabakova, R. (2003). Competence Similarities between Native and Near-native Speakers. *Studies in Second Language Acquisition*, 25, 35-398.

## Books/Monographs:

Stevick, E.W. (1989). Success with foreign languages. Hertfordshire: Prentice Hall.

Ward, C., & Renandya, W. (Eds.) (1999). Language teaching: New insights for the language teacher. Singapore: SEAMEO Regional Language Centre.

### Book Chapter:

Prabhu, N.S. (1999). Teaching is at most hoping for the best. In C. Ward & W. Renandya (Eds.), Language teaching: New insights for the language teacher (pp. 48-57). Singapore: SEAMEO Regional Language Centre.

#### Article in an Online Periodical:

Wolfe, E.W., & Manalo, J.R. (2004). Composition medium compatibility in a direct writing assessment of non-native English speakers. *Language Learning and Technology*, *8*, 53-65. Retrieved from http://llt.msu.edu/vol8num1/wolfe/default.html

## Online Document:

Noblitt, J.S. (1995). *Cognitive approaches to listening comprehension*. Retrieved from http://www.unc.edu/cit/iat-archive/noblitt3.html

## Unpublished Conference Paper

Sew, J.W. (2008, April). *Language pedagogy in the global age: A Malay experience*. Paper presented at ASAIHL Conference on Borderless Education, Bangkok, Thailand.

## **Unpublished Thesis**

He, Y. (2008). *Exploring the Chinese blogosphere: The motivations of blog authors & readers* (Unpublished master's thesis). National University of Singapore, Singapore.

Alternatively, you may want to consider this online citation system for formatting the references

http://www.citationmachine.net/apa/cite-a-website