# **Title: Formatting Guidelines for 16th CNoW Workshop**

*Insert author name, affiliation and e-mail address after acceptance of abstract.*

**Section Heading**

This is a template for extended abstracts or brief work-in-progress papers for submission to the 16th CNoW Workshop, will be held Tuesday the 9 December virtually, just before ICIS 2025. Total number of pages including references and tables and figures, if any, is limited to five (5) pages. Authors’ names, affiliations and email addresses should be included in the final submission only in 12 point italics.

**Formatting**

As the manuscript itself is defined as an extended abstract, no separate abstract is required. Just start with the main text.

*Main Body Texts*

Main body should be in Times New Roman, 12 point font with 1.15 line spaces as exemplified in this template. Paragraphs should be indented.

*Titles*

Title should be in 14 point bold, centered. 1st level section title should be left justified in 12 point bold while 2nd level section title should be left justified in 12 point italics.

*Margins and Pages*

Except left margin which is 3.18 cm, margins are 2.54 cm and page size should be A4.

*Other Formatting*

For other formats not specified in this template, feel free to use your own discretion.

**References**

Please follow APA style guidelines. For assistance see APAstyle.org. In-text citations should use the (author, year) format.