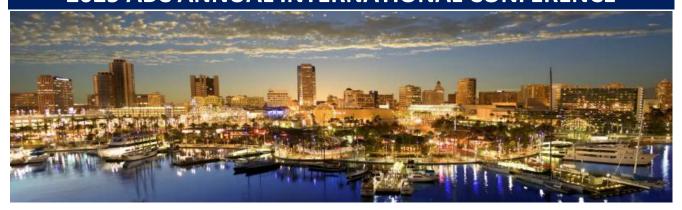# 2025 ABC ANNUAL INTERNATIONAL CONFERENCE

CALL FOR PROCEEDINGS

Onsite October 15-18, 2025
Virtual Conference October 27-28, 2025

What kinds of submissions will be considered? This year's Proceedings will include two options: (1) **abstracts** that are *no longer* than 500 words and (2) **full papers** that are *at least* 4,000 words. For both, the word counts do NOT include the reference lists.

Who can submit an abstract or paper? If you received notification that your conference presentation was accepted for inclusion at the onsite or virtual conference, and you plan to present, you are invited to submit an abstract or full paper for consideration in the Proceedings. However, neither are required to present.

Why should you submit to the Proceedings? The Proceedings are posted on the ABC website, which allows you to widely distribute your scholarship, gather feedback for potential publication in one of the ABC journals, and create an opportunity to network with others who have similar research interests.

How will submissions be reviewed? Both abstracts and full papers will be reviewed for their intellectual contributions, appropriateness for the intended audience, organization, clarity, mechanics, and adherence to the required formatting guidelines. Full papers (4,000+ words) will be additionally reviewed for their synthesis of related literature, research and/or pedagogical methodology, implications, conclusions, recommendations, and credibility.

What is the timeline for the Proceedings?

ABSTRACTS
(500 words maximum, not including references)

07/01 – submission deadline
08/01 – review decisions sent to presenters
09/01 – revision deadline, if applicable
10/01 – preliminary proceedings published to website
11/01 – final proceedings published

FULL PAPERS
(4,000 words minimum, not including references)

08/01 – submission deadline
09/01 – review decisions to be sent to presenters
10/01 – revision deadline, if applicable
11/01 – final proceedings published

If you have any questions, contact the Proceedings Co-Editors:

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CONFERENCE PROCEEDINGS FORMATTING REQUIREMENTS

Submissions will be reviewed only if they conform to the following instructions.

1. **Length/Content.** Proceedings submissions must be one of two formats – (1) abstracts or (2) full papers.

    a. **Abstracts** must be *no more* than 500 words, not including the reference list.

    b. **Full papers** must be *a minimum* of 4,000 words, not including the reference list.

2. **Layout/Design.** Submissions must be uploaded to the ABC website as editable Word docs using the following formatting requirements:

    a. **Page and Margins.** Use an 8.5-inch by 11-inch portrait page layout with 1.0-inch top, bottom, left, and right margins throughout the entire paper.

    b. **Font.** Use Calibri (black). Body text including headings should be 11 points.

    c. **Spacing.** Text should be single-spaced with no extra spacing before or after paragraphs.

    d. **Paragraph Format.** Leave one blank line between paragraphs, and do not indent paragraphs.

    e. **Page Numbering.** Do not number the pages. Do not use running headers.

3. **Title.** Center the title on the top line of the first page. Use bold, 16-point Calibri. If the length of the title extends beyond one line of text, break the line at a logical place using an inverted pyramid format (e.g., the first line should be longer than the second line, which should be longer than the third line, if used). Titles should not exceed three lines of text. Capitalize each word (except articles); do not use all caps.

4. **Author and Affiliation.** Center the author's name below the title using one blank line to separate the title from the name, and include the author's affiliation on the line immediately below the name. Do not include personal titles, degrees, or ranks. If there are multiple authors from one institution, divide the names by commas and list the affiliation on the line below. If there are multiple authors from multiple institutions, use the same format for single authors but leave one blank line after the first author's affiliation before the second author's name. Continue this same format for subsequent authors. Use bold, 14-point Calibri for name(s) and affiliation(s).

5. **Body.** Leave two blank lines after the last author's affiliation before beginning the first line of the manuscript. The page layout must use a one-column format with left justification and one blank line between paragraphs. Only standard symbols and abbreviations should be used in text and illustrations.

6. **Headings.** Full papers must use headings, as many as needed, and follow the *Publication Manual of the American Psychological Association,* 7th ed. (APA). Headings are not required for abstracts, but if included should use no more than two levels, as follows:

    a. First-level headings must be centered and **bold**. Capitalize each word (except articles) and use the same font and size as the body of the paper (11-point Calibri).

    b. Second-level headings must be left justified and **bold**. Capitalize each word (except articles) and use the same font and size as the body of the paper. Use just one blank line between headings and paragraphs.

7. **Graphics.** All tables and figures must be embedded in the Word file; they must be numbered and labeled following APA format. No separate files will be accepted.

8. **References.** All in-text reference citations must be included in a reference list at the end of the paper. Leave one blank line to separate the narrative from the reference heading, which should be a first-level heading. The references must use the same margins and font style as the body. The same font size and style (11-point Calibri) must be used. References and text citations must follow APA style. The following links provide guidance:

   - [American Psychology Association](#)
   - [APA Citation Generator](#)
   - [Purdue Online Writing Lab](#)
   - [Scribbr](#)
   - [Mendeley](#)
   - [EasyBib](#)

9. **Submission Requirements.** Save your file as an editable Word document using the primary author's last name as the filename. Use the following link and log into the ABC website to upload your Proceedings submission.
   https://www.businesscommunication.org/conferences/conference-proceedings