Big South Undergraduate Research Proceedings
Paper Guidelines for Publishing

You are looking at an example of how to prepare your Proceedings Paper

**Proceedings Paper**

- Maximum 10 pages long
- Single Spaced
- Microsoft 2000 or higher is required for preparing your paper.
- One Inch Margins – Full Justified

**Heading**

The heading goes in the upper right hand corner, first page only. Times New Roman-9.

Proceedings of the Big South Undergraduate Research Symposium (BigSURS) 2015
Campbell University, Buies Creek, NC
April 10-11, 2015

**Title**

The title should be centered and one space below the heading. Times New Roman-14, title case and bold.

**Evaluating the Association Between Chemical Properties and Macroinvertebrate Health Rating of Western North Carolina Streams from 2005 to 2009**

**Personal Data  (faculty are not considered co-authors)**

Name, Department, University, Faculty, (centered Times New Roman-12)

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Environmental Studies¹, Mathematics²
The University of North Carolina at Asheville
One University Heights
Asheville, North Carolina 28804 USA

Faculty Advisor: Dr. Steven Patch

**Abstract**

Please include the abstract that you sent to BigSURS for acceptance
Abstract

Insert your abstract here. Full justified, size 10 font.

Keywords: Macroinvertebrate, IBI, WNC

Keywords

Keywords are three words that best describe your paper. Please list keywords directly below the abstract as indicated above. Size 10, bold.

Begin Body of Paper

Begin numbering your headings here.

1. Body of Paper:

Microsoft 2000 or higher is required for preparing your paper. Your paper must be a minimum of 4 pages to a maximum of 8 pages. (No exceptions). Paper is single-spaced, full justified, no indents on first paragraph in each section, use 8-1/2 x 11” (US letter paper). Times New Roman in font size 10 for text. One inch margins. Maximum page length from title information to references is 8 pages and no page breaks.

In most cases do not use personal pronouns. Personal pronouns are not accepted in your abstract. Even in those disciplines where personal pronouns have become accepted use with care. Overuse is not acceptable.

The first sentence in any section is NOT indented. Starting with the second paragraph in the same section indent 3 spaces, NOT five spaces. DO NOT TAB

2. Editorial Standards and Introduction:

Published papers will reflect genuine undergraduate student research. Inferences, general application of results, and investigator’s observations must be supported by data and references. Acceptance or rejection of the authors’ hypothesis must be fully supported and not biased opinion.

3. Main Headings:

Main headings are in font size 12, bold, upper and lower case. Skip one line between heading and paragraph using no indent to the first paragraph. Suggestions for headings: Introduction, Methodology, Data, Conclusion, Acknowledgements, and References

3.1. secondary headings:

Secondary headings are in font size 12, and lower case.

3.1.1. tertiary headings:

Tertiary headings are in font size 12, italic, and lower case.

3.2. tables, equations, figures, graphs, or pictures
Insert your tables, equations, figures, graphs, or pictures into your document where indicated in the text. We do not accept appendices. Maximum page length from title information to references is 8 pages.

Equations should be referred in the text as equation (1), be indented six spaces, and numbered in parentheses. Equation numbers are right justified. There are two spaces between text and equations.

\[ F = ma \]  

(1)

Numbers and captions should appear above each table in lower case, e.g.

Table 1. Comparison of evaluation measures for diverse vs. non-diverse urban water systems

<table>
<thead>
<tr>
<th>Measures</th>
<th>Diverse Average</th>
<th>Count</th>
<th>Non-Diverse Average</th>
<th>Count</th>
<th>Significance Test Used</th>
<th>Statistically Significant</th>
</tr>
</thead>
<tbody>
<tr>
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<td>$205.39</td>
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<td>No</td>
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<tr>
<td>Water Rate Adjusted for CPI</td>
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<td>No</td>
</tr>
</tbody>
</table>

Figures and their captions should be centered as illustrated in the example (Figure 1) below. Captions should also appear as illustrated below with all but the first word in the caption in lower case. Captions should be brief and descriptive. Comments on the figure should be left justified one line below caption. Paper text would then begin one line below comment. Landscape orientation is preferred. However, for some photographs landscape is not appropriate.

Figure 1. Neuron-muscle comparison.

Figure 1 Of all neuron-muscle pairs with an overall unit effect, most maintained this effect in correct trials (CT) or error trials (CE) (maroon bars); however, overall unit effects (AT) were just as likely to be lost as maintained in error trials only, but were almost never lost during correct trials only (green bars). Of neuron-muscle pairs with no
overall unit effect, almost none produced an effect only during error bars, but some did produce an effect only during correct trials (blue bars).

4. Acknowledgements:

The author(s) wish to express their appreciation to ....

5. Cite References:

Footnotes are not acceptable. To cite a reference in your paper use a superscript number\(^1\). We do not accept roman numerals, or parenthetical notations (Smith, Roberts 2004).

5.1. references:

References are required. The preferred style for citing references is the Note (N) format found in the Chicago Manual of Style, 15th ed. Use endnotes as opposed to footnotes, following the examples below. You are encouraged to consult the Chicago Manual of Style for additional examples not provided here.

You may opt to use another style better suited to your discipline (American Chemical Society, American Institute of Physics, etc.) provided that references are numbered and appear and the end of the paper.

Use superscript numbers in the body of your paper to note references – like this\(^1\). Do not use parenthetical notation like this: (Doniger 1999, 23).

Books (examples for)

2. Ibid., 25.

Journals (Print) (examples for)


Journals (Online) (examples for)

Magazines (examples for)


Newspapers/News Services (examples for)


Web Resources (examples for)


Videocassettes and DVDs (examples for)


Interviews (examples for)