Integrity of Creation (IOC) Annual Conference. [www.duq.edu/ioc](http://www.duq.edu/ioc)

**Action for Sustainable Development Goals**, March 29, 2023 (referring to the United Nation’s 2030 Sustainable Development Goals regarding climate change).

Conference Location: Power Center, Duquesne University.

**STUDENT ESSAY GUIDELINES FOR THE CONFERENCE BOOK**.

These are Guidelines to submit a short essay for the Conference Book. The book’s editors will review & select the essays. The Course Instructor may assign a Conference TA to assist students.

ESSAY GUIDELINES.

1. Students should send inquiries to the student’s course Instructor or to the assigned Conference TA.
2. Students should send essays by May 19, 2023 to the course Instructor or to the assigned Conference TA.
3. The course Instructor or assigned Conference TA will forward student essays to Dr. Magill by May 31, 2023.
4. The essay should be approximately 1,500-2,000 words.
5. The essay should be related broadly to the relevant conference topic. Student’s should check whether their essay topic would be acceptable.
6. Use Microsoft Word formatting for page margins and endnotes, with the font Times, Regular, 12.
7. Use Endnotes with the following Reference Format - last name after first name.
* Pages in an Article.

Jane, Smith, “Article Title,” *Journal Title* 4 (2007): 73-74.

* Pages in a Book.

Jane, Smith, *Book Title* (City: Publisher, year), 45-48.

* Book Chapters.

Jane, Smith, “Chapter Title,” in, Peter Jones, *Book Title* (City: Publisher, year), 50-76.

1. Download the free online program *Grammarly* and run your chapter though it to pick up spelling and grammar errors.
2. Include a Literature Sectionthat lists all works cited in the essay. Use the following Reference Format for the Literature Sectionat the end of the chapter (note that the periods and commas are different from the way they appear in the Endnotes) – last name before the first name.
* Articles.

Smith, Jane. “Article Title.” *Journal Title* 4 (2007): 67-89.

* Books.

Smith, Jane. *Book Title*. City: Publisher, year.

* Book Chapters.

Smith, Jane. “Chapter Title.” In, Peter Jones, *Book Title* (City: Publisher: year), 50-76.

1. Graphs & Photographs.
	1. Avoid Graphs and Diagrams as much as possible. Because these will be printed in black and white, keep them very simple to avoid confusing readers. Provide copyright permission if taken from another source.
	2. We cannot use photographs.