austin geological society bulletin

Template

Title

Use the Title style only for the title of your paper.

Specifications: Times New Roman, 24 pt, centered, space before: 12 pt, space after: 12 pt, keep with next.

author

Use the author style only to list the author’s names directly below the title.

Specifications: Times New Roman, 16 pt, centered, space before: 6 pt, space after: 18 pt, keep with next.

author affiliation

Use the author affiliation style only to list the affiliations of each author directly below the author’s names.

Specifications: Times New Roman, 12 pt, centered, space before: 6 pt, space after: 18 pt, keep with next.

# Heading 1

Use the Heading 1 style for each major heading within your paper.

Specifications: Times New Roman, 20 pt, left justified, space before: 6 pt, space after: 6 pt, keep with next, Level 1.

## Heading 2

Use the Heading 2 style for each secondary heading within your paper. Make sure not to stack the headings, e.g., don’t use Heading 2 immediately below Heading 1 with no text in between.

Specifications: Times New Roman, 14 pt, bold, italic, left justified, space before: 6 pt, space after: 3 pt, keep with next, Level 2.

### Heading 3

Use the Heading 3 style for each tertiary heading within your paper. Make sure not to stack the headings, e.g., don’t use Heading 3 immediately below Heading 2 with no text in between.

Specifications: Times New Roman, 12 pt, italic, left justified, keep with next, Level 3.

bio

Use the bio style to write a short author biography following the reference list at the end of the paper.

Specifications: Times New Roman, 12 pt, italic, left justified, space before: 6 pt, space after: 6 pt.

* Bulleted list

Use the Bulleted list style within your paper to display information that can be better understood as a bulleted list than in paragraph form.

Specifications: Times New Roman, 12 pt, left justified, space before: 3 pt, space after: 3 pt; Paragraph - left indent: 0.25”, hanging indent: 0.2”; Numbering - bullet indent: 0.25”, tab: 0.45”, text indent: 0.45”.

Footnote

Use the Footnote style to add any explanatory notes at the bottom of the page within the text. Do not use this style for citing sources (sources should be cited within the text).

Specifications: Times New Roman, 10 pt, left justified.

1. Numbered List

Use the Numbered List style within your paper to display information that can be best understood as a numbered list.

Specifications: Times New Roman, 12 pt, left justified, space before: 3 pt, space after: 3 pt; Paragraph - left indent: 0.2”, hanging indent: 0.3”; Numbering - number aligned at: 0.2”, tab: 0.5”, text indent: 0.5”.

paragraph

Use the paragraph style for the main text throughout your paper.

Specifications: Times New Roman, 12 pt, left justified, space before: 3 pt, space after: 6 pt.

reference

Use the reference style for the full citations of each of your references at the end of your paper.

Specifications: Times New Roman, 12 pt, left justified, space before: 3 pt, space after: 3 pt, hanging indent: 0.25”

Table Text

Use the Table Text style to create tables within your paper. The font size can be reduced to 10 pt if needed to fit all columns within the page margins.

Specifications: Times New Roman, 12 pt, left justified.

table-figure

Use the table-figure style to create captions for tables and figures within your paper. Table captions should be located above tables, and figure captions should be located below figures. Remember to place all figures, along with captions, at the end of your paper.

Specifications: Times New Roman, 10 pt, bold, left justified, space before: 6 pt, space after: 12 pt, hanging indent: 0.75”.

table-figure-center

Use the table-figure-center style to create captions that are only one line long and displayed with smaller tables and figures. For longer captions, and for figures and tables that take up the full width of the page, use the table-figure style described above.

Specifications: Times New Roman, 10 pt, bold, centered, space before: 6 pt, space after: 12 pt.