**The Title of Paper should be Arial 16pt, bold and no more than fifteen words long**

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You should omit names and affiliations at time of initial submission to allow for blind peer review.

**ABSTRACT**

Your abstract should briefly but precisely describe the work presented in the paper including a high-level description of the aims and rationale behind undertaking the work, the type of methods used, the outcomes and how these are likely to be of practical interest or use to those working in engineering education. The abstract should be limited to a maximum of 200 words.

**KEYWORDS**

Suggest approximately 4 - 6 keywords, separated by commas.

**Introduction**

The paper should use single space Arial 10pt for the main body text, with the section headings in bold. Do not alter margins, headers or footers when using this template. Headings should be left justified and main body text fully justified.

The paper should have an introduction which aims to concisely identify the rationale behind the work making use of published literature but which may also include elements of practical experience where supported by data. Given the audience for the papers are practising engineering educators, the introduction may also include references to education funders, governmental or professional bodies where these influence the content or approaches used.

**Headings**

While headings of Method, Results and Discussion may be appropriate for some papers, authors are at liberty to use alternatives to recognise the different types of papers hosted by the journal. Authors however should avoid having too many section headings and sub-headings should not be used at any point.

**Ethical approval**

Authors must ensure they have appropriate ethical approval for any activities reported in a submitted paper. This should be reported with a statement in the methodology of the form eg. “The use of questionnaires and the handling of gathered data was approved by the ethics committee of XXX University (ref xxx).”

**Figures, Tables and Equations**

Figures should be clear and use Arial font at 10pt for labels and legends. As the journal is published online, colour can be used as desired where this aids clarity. All figures must be referenced in the text (Figure 1) and positioned close to the relevant text. Each figure should have a number and title. This should sit below the figure and be centred.

When submitting graphs. these should ideally be created in Word and remain editable to allow for final typesetting.

Figure 1 : Results for the three groups of students over time

Diagrams and photographs should be original and the authors have the rights to use these.

Tables should be clear and only used where data is not replicated in full in the text or could be represented better in a graphical format. Text should be 10pt Arial font. All tables must be referred to in the text, be close to the point of reference (Table 1) and should feature a title, 10pt Arial centred above the table.

Table 1 : Degree length and accreditation status of each University in the study

|  |  |  |
| --- | --- | --- |
| **University** | **Degree length** | **Accreditation ?** |
| University 1 | 3 years | No |
| University 2 | 4 years | Yes |
| University 3 | 3 years | Lapsed |
| University 4 | 5 years | Yes |

**Referencing Other Work**

You should use the Harvard style of the American Psychological Society when referring to and listing reference works. Please see this link for further details ([Reference examples (apa.org)](https://apastyle.apa.org/style-grammar-guidelines/references/examples))

**Acknowledgements**

This section should acknowledge any funding bodies supporting the work; “This work was supported by [Funding Body] through Grant [number xx]”. Authors may also wish to recognise the support of colleagues or volunteers who helped in the study.

**Declaration of Interest**

This should state any potential conflict of interest associated with the work. This might, for example include, cases where suppliers provided commercial software, services or equipment for use in the study at a discounted rate or where any of the authors had a private involvement with such suppliers. Should there be no conflict of interest the authors should state this in the paper.

**Notes on Contributors**

The authors can provide a very brief statement on their background, current role and interests. This should be limited to no more than 50 words per author.

**References**

A list of references should be included at the end of the work. These should be in the Harvard style as per the American Psychological Society.