

The logo for NAIITS JOURNAL features the letters 'NAI' in a light grey font above 'ITS' in a large, bold, black font. A red cross is superimposed over the 'I' in 'ITS', and a red quill pen is positioned to the left of the 'I'. To the right of 'ITS', the word 'JOURNAL' is written in a large, bold, black font.

NAIITS JOURNAL

STYLE GUIDE

This document is a general guide and not comprehensive. Authors requiring clarification on any point not covered here are encouraged to contact Danny Zacharias (danny.zacharias@acadiiau.ca). Papers have flexibility in their length, we recommend 3,000–6,000 words (all-inclusive). Papers should not exceed 6,000 words unless previously discussed with the editors.

General Manuscript Formatting

Article manuscripts should be formatted in Times New Roman, font size 12, and double spaced, with all pages numbered. The NAIITS journal style uses **footnotes** following Turabian Chicago style. Examples of proper formatting can be found here: https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html. Please note that the first footnote to a source should be a full citation of the item, and any subsequent footnotes to previously cited sources should be shortened notes. A bibliography is not required.

First-level section headings should be bold and centered, and second-level section headings in bold and italic and left-justified (see examples below). Paragraphs should be indented, except following section headings, and there should be no white space between paragraphs. Each section (except the last) should be followed by one line of white space.

Curly quotation marks should be used for quotations shorter than 40 words. Quotations longer than 40 words should be inserted as a block quote and both preceded and followed by one line of white space. The ellipsis symbol (...) should be used for ellipses within quotations and should not have spaces on either side. Ellipses should not be surrounded by punctuation, unless this is necessary to preserve correct grammar of the quoted text. Square brackets may only be used to indicate editorial emendations to, or comments on, quoted text.

En-dashes (–) should be used between all number spans. Em-dashes (—) may be used to replace colons and parentheses and should not be surrounded by spaces.

The article title, author's name, abstract, list of keywords, and author bio should be formatted as follows:

Paper Title

Author's Name

Abstract: *The abstract is a single paragraph summary of your paper, 4 to 6 sentences in length. Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua.*

Keywords: *keyword1, keyword2, keyword3, ...*

Author Bio: A 3–5 sentence Bio that indicates the social location from which you write.

First Level Heading [if section headings are used]

Text of paragraph one, no indentation on the first paragraph. Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua.

Text of paragraph two and all subsequent paragraphs in the section, indented. Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua.

Second Level Heading [if section headings are used]

Text of paragraph one, no indentation on the first paragraph. Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua.

Text of paragraph two and all subsequent paragraphs in the section, indented. Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua.

Please email Danny Zacharias to receive the appendix to the style guide:

*Excerpt by permission of Brush Education publishing. Please consider these principles as
your prepare your paper.*

Purchase the full volume, Elements of Indigenous Style, at the following link: [https://geni.us/
acok](https://geni.us/acok)

Appendix A
Summary of Indigenous style principles