

**Paper title**  
  
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Working Paper No. YYYY/##

Month YYYY

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The *Working Papers* Series is produced jointly by the Toronto Metropolitan Centre for Immigration and Settlement (TMCIS) and the CERC in Migration and Integration at Toronto Metropolitan University.

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# Abstract

Abstract text

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# Font Style and Size

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Footnote – Arial, Size 10

Page Number – Arial, Size 11

Tables & Charts – Arial, Size variable

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***Heading Level 2 – Bold, Italic, Arial, Size 11***

***Heading Level 3 – Indented, Bold, Italic, Arial, Size 11***

*Heading Level 4 – Indented, Italic, Arial, Size 11*

# Spacing

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Insert 1 blank line (space) after headings

Insert 1 blank line (space) after bulleted lists

# Footer

Page number – center alignment

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2.54 cm margins

Align the body of the paper in full justification

# Quotations

Indent quotes of more than 40 words and bullet points

# References

Hyperlinks removed/deactivated

Hanging indent

Left justified

APA guidelines