**Social Inclusion   
Year, Volume, Article XXXX  
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Article

**Title of the Manuscript in Title Case With a Maximum of 14 Words**

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**Abstract**

This is the abstract section of the manuscript. One paragraph only, giving a pertinent overview of the work, with a maximum of 250 words.

**Keywords**

keyword1; keyword2; keyword3; keyword4 (4 to 10 keywords in sentence case, alphabetically ordered, and separated by semi colons)

**1. Introduction**

The first heading is usually “1. Introduction” and the last one “#. Conclusion”. Headings are numbered, in title case, and in the following format:

**1. This Is a Heading (Boldface)**

*1.1. This Is a Sub-Heading (Italics)*

1.1.1. This Is a Second Sub-Heading (Regular)

**2. Referencing Style**

Articles shall be submitted using the APA reference style (7th edition). Attention: APA style requires both in‐text citations (e.g., Smith, 2016) and a final references list, so for every in‐text citation there must be a full citation in the reference list and vice versa.

A comprehensive APA style guide can be found on our website: <https://www.cogitatiopress.com/socialinclusion/pages/view/forauthors>

**3. Epigraphs, Endnotes, Quotation Marks, and Block Quotations**

*3.1. Epigraphs and Endnotes*

Epigraphs, endnotes, and footnotes are not allowed.

*3.2. Quotation Marks*

Following APA style, use only double quotation marks for both quoting an author and introducing concepts and terms.

*3.4. Block Quotations*

Quotations of 40 words or more shall be structured as block quotes. This is an example:

Orem ipsum dolor sit amet, consectetur adipiscing elit….Aliquam quis dui ac metus egestas molestie. Pellentesque pharetra diam et enim mattis, et malesuada mauris scelerisque. Nam in…lacus ante. Curabitur lacinia nisl ut vehicula ornare. Maecenas et nunc ac odio efficitur consequat. Vestibulum aliquam sit amet neque in rhoncus. (Smith, 2013, p. 3)

**4. Tables and Figures**

Tables and figures must be included in the main text and are limited to a combined total of 10. Tables and figures must be numbered, an explanatory title must be added (for a figure below the graphic; for a table, above), and each element must be mentioned at least once in the text, for example “(see Table 1)” or “as seen in Figures 4 and 6”.

Each Figure should be supplied in a suitable size for printing. Tables should be inserted using the **Insert Table** function provided by the author’s editing software.

Attention: Always confirm that there are no typos in the images and that the language is consistent with the rest of the manuscript.

**Table 1.** Title of the table in sentence case.

|  |  |  |
| --- | --- | --- |
| **Example** | **Example1** | **Example2** |
| 1 | Example1 | Example2 |
| 2 | Example1 | Example2 |
| 3 | Example1 | Example2 |

Notes: Add any notes under the table.

****

**Figure 1.** Title of the figure here in sentence case. Notes: Include only if necessary. Source: Always include the source if retrieved from another work and guarantee that you have permission to reuse the figure.

**5. Additional Notes**

Any English spelling is accepted, as long as it is used consistently throughout the text.

The published article will contain serial commas (Oxford comma) between elements in a series of three or more items.

**6. Conclusion**

This is the section that concludes the manuscript.

**Acknowledgments**

Add here.

**Funding**

Add here.

**Conflict of Interests**

State any potential conflicts of interest here or add the sentence “The authors declare no conflict of interests”.

**Supplementary Material**

Authors may submit supplementary files to be made available alongside their article. Supplementary material is available online only on the article’s webpage (it is not published in the PDF of the article). Supplementary files are not copy-edited nor proofread by the Editorial Office, and it is the authors’ responsibility to guarantee the scientific accuracy of these files.

**References**

Articles shall be submitted using the provided APA reference style.

Organize the references in alphabetical order.