

Think You?! Journal Submission Requirements

submissions@bhrs-thinkyou.com

Required Documents

All presenters who wish to submit their work for publication will include the following documents:

- Presentation (see requirements below)
- Artwork Entry and Publication Form—completed and signed by both the presenter and the mentor, and scanned as a PDF
- Interview Subject Release Form (if necessary)—completed and signed by both the presenter and any subjects of the still-graphic, video, or audio presentation, and scanned as a PDF.
- Photo of student presenting the paper—either at the Bay Honors Research Symposium or staged in a classroom with similar arrangement. Photo should be no more than 1Mb.

Submission of Presentation for Publication

All presenters who wish to submit their presentation for publication in Think You?! must follow the requirements below. If the requirements are not met, the presentation may not be admitted into publication. It is the responsibility of the presenter to meet the requirements exactly as stated in this document. At this time, only essays will be accepted directly into the journal; all videos must be posted on YouTube in accordance to the instructions below. **All submissions and required documents must be emailed to: submissions@bhrs-thinkyou.com.**

Essay Presentations

- All documents must be no more than 100Kb.
- All documents are to be submitted in Microsoft Word 97-2003 “.doc” format.
- All documents will be typed with the following formatting:
 - Font: Arial or Times New Roman, 12 point, black
 - Page settings: Margins set at 1-inch on all sides, 8 ½” x 11”, all text aligned to the left side.
 - Section and sub-section headings: Both section and sub-section headings will be flush left and in black. Section headings will be in 14-point of the same font, bolded and underlined. Sub-section headings will be in 12-point of the same font, and bolded.
 - Paragraphs: ½”-indentation; line spacing set at 1.5.
 - Footnotes: in standard format for your discipline.
 - References and citations: in standard format for your discipline.
For instructions and examples for MLA, APA and Chicago Manual of Style, please see Purdue’s Online Writing Lab: <http://owl.english.purdue.edu/owl/section/2/>
- All publication submissions are to be one document. If a paper includes pictures, the pictures need to be embedded into the document with a description included beneath the picture. This description must be no more than 2 sentences long, and must be written below the image.
- The document submitted will have a file name of the following format:
FirstNameLastNameProjectTitlePaper.doc

Video Presentations

- All video presentations are to be posted onto YouTube. The URL for the video will be sent to the submissions email address for Think You?!, so that it can be linked to our website.
- Video submissions will be of professional style and quality. No shaky videos or videos with faulty video or audio will be accepted.
- The video presentation will go under review by the editors of Think You?!. If the content is not deemed acceptable, it will not be linked to the Think You?! website.