



The Graduate Review - Formatting

Font: Times New Roman

1" margins

Single column

Document specifics:

Title (18 pt. bold)

Body of text (12 pt.)

Author name (16 pt. italics)

Mentor name (16 pt. italics)

Acknowledgements, if any (12 pt.)

Abstract (12 pt.)

Headings (12 pt., all caps, bold)

Subheadings, if present (12 pt., bold)

Page # on lower right (in footer)

Header: author name on left; title (or shortened title) on upper right – default font type and size is fine