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Use standard white typewriter paper,  $8\frac{1}{2} \times 11$  inches in size and of at least average weight. All typed material should be double spaced, including footnotes, quoted matter, bibliographies, etc., and the lines should not exceed  $5\frac{1}{2}$  or 6 inches in length. Where an addition is to be made, the sheet should be cut and the insert pasted in place; only brief inserts of a word or two should be made on the original. Footnotes should be used only where absolutely necessary and should be typed on separate sheets or at the bottom of the page.

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