**TITLE IS CENTERED, BOLD, FULLY CAPITALIZED**

Author Name (First Name, Last Name), Affiliation

Author Name (First Name, Last Name), Affiliation

Indicate student authors as follows: name (student author)

Indicate faculty supervisor/s as follows: name (faculty supervisor)

Two blank lines after authors, then first subtitle, centered, first letters capitalized bolded and

underlined:

**Research Objectives**

This section describes the challenges and/or issues the research addresses (e.g. online teaching and  
learning process, generational gap among faculty and digital native, student engagement, etc.).  
Methodology would also be described, if applicable.

**Theoretical and Practical Contributions**

This section describes the actual (or anticipated) research results and contributions.

Leave about an inch at the bottom for the following, in Times New Roman font size 9:

The authors developed the case for class discussion rather than to illustrate either effective or ineffective handling of the situation. The case and teaching note was anonymously peer reviewed for presentation at the NACRA 2023 Conference, San Antonio, Texas, USA, October 5-7, 2023. © 2023 by [author 1 and co-authors]. Contact person: [name, university, campus address, phone number, email].