

Dear IARE Community,

This is a Microsoft Word template that can be used by the IARE community for presentation purposes.

**About IARE Brand Typography (secondary headline)**

This is a sample template in Microsoft Word format. The font you are reading here in these sentences of body copy is ‘Times New Roman’ – a font that comes pre-installed on most personal computers. In some use cases, Times New Roman is an acceptable alternative to the font ‘DaxlinePro-Regular’ which is the IARE’s official body copy typeface. DaxlinePro-Regular can be download here: <https://www.freebestfonts.com/daxline-font>

The font above – for a secondary headline – is displayed here in ‘DaxlinePro-Bold,’ another font that can be used alternatively by preinstalling on personal computers. In some use cases, DaxlinePro is an acceptable alternative to the font Times New Roman’.

It is encouraged that IARE community members use DaxlinePro-Regular (11 pt), spacing – before 0 after 12 line spacing multiple, at 1.25. Margins – normal (all sides 2.54 cm) , size - letter (21.58 cm x 27.94 cm).

Tables and figures independently in the sequence in which they are referred to in the text and start with table 1 and figure 1. A 10 pt front size is recommended but can range from 8 pt to 11 pt. The row height is 0.6 cm and Table should be AutoFit to Window*.* The cell alignment in the table is always preferred to the left.

Table 1: A sample table

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| **S.No** | **Item** | **Description** |
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Sincerely,

Dean - Content Delivery and Publishing