TO FORMAT HEADER:
NOTE: The header on page 1 is different than the header on the following pages. There’s no simple way to do this ...
1. Start on page 2 of your paper
2. Document Elements / Header. Select Basic (All pages) with three columns; delete center column marker
3. Click in left column marker; type TITLE IN CAPS (max 50 characters)
4. If right column has dropped to next line, hit DEL or Backspace to reposition to top line
5. Click in right column marker; Click Page Number icon; Select Current Position; Select Top of page(header); Right alignment. Keep the default “Show number on the first page”
6. Make sure that the font/type size is set to Times New Roman; 12 (this is not the default for all versions of Word)
7. In “Header & Footer options” select “Different First Page.” GO TO PAGE 1 to confirm that it does not yet have header content; and check forward in your document to see that successive page headers are correctly formatted.
8. GO BACK TO PAGE 1:
   a. Place the cursor at the left margin
   b. Repeat Inserting Header / Bland/Three columns (see above)
   c. In left column marker, type: Running head: TITLE IN CAPS (max 50 characters)
   d. Repeat Inserting Page Number (see above) in right column marker

Double-spacing throughout the paper, using Word 2011, requires that you change the default
- In “Styles” click on “No spacing”
- Open the “Paragraph” settings; change “Line spacing” to DOUBLE

Head and Neck Injury Risks in Heavy Metal: Head Bangers Stuck Between Rock and a Hard Bass
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Head and Neck Injury Risks in Heavy Metal

Young people at heavy metal concerts often report being dazed and confused, possible symptoms of mild traumatic brain injury. Little formal injury research has been conducted on the worldwide phenomenon of head banging, even though case reports indicate the inherent risks in this activity, especially in head and neck injury. Head banging is a violent activity associated with hard rock and various subgenres of heavy metal. Over the past five years hard rock and heavy metal have contributed to about 30% of all record sales in the United States (Fine, 2008) and, as of 2002, rock albums have outsold pop albums (Brandle, 2003).

The second highest selling album of all time is AC/DC’s Back in Black, which has sold about 42 million copies worldwide (Kimpton, 2008). Two slightly more recent albums, Bon Jovi’s Slippery When Wet and Guns N’ Roses’ Appetite for Destruction, have each sold about 28 million copies (Bennett, 2008; Thompson, 2008). Though exposure to head banging is enormous, opportunities are present to control this risk – for example, encouraging bands such as AC/DC to play songs like “Moon River” as a substitute for “Highway to Hell”; public awareness campaigns with influential and youth focused musicians, such as Sir Cliff Richard; labeling of aggressive warning, like the strategies used with cigarettes; training; and personal protective equipment.

Results

Figure 1 shows HIC versus music tempo and thresholds for severity of head injury according to abbreviated injury scale 1, 2, and 3. If the head and neck range of motion exceeds 45° there are definite risks of mild traumatic brain injury related...
References


[BCHS NOTE: page numbers were not included in many of the references from the original article. APA style would differ from the style used for the original manuscript.]
Figure 1. Head banging tempo v the Head Injury Criteria

Fig 1 Head banging tempo v the Head Injury Criteria (HIC) for various head and neck ranges of motion (45° to 120°). Abbreviated injury scale thresholds indicated as horizontal lines.

- Refer to APA Manual, chapter 5 for details on constructing tables and figures; 5.23 for formatting figure legends and captions.
- Each Table or Figure is placed on a new page.

Please note: The article used, above, to illustrate APA formatting in Microsoft Word was adapted from: http://www.bmj.com/cgi/content/full/337/dec17_2/a2825. The correct citation for this article is: