Hello CYA entrant - Start typing here. Remembering that when you do put your text in that it is double spaced, and that your text is indented to show a new paragraph.

Indentations are set at default Microsoft’s Word default of 1.27cm.

Justification is set to the left.

It is set out at 2.5cm margins all around, with headers at 1.25cm’s, you are welcome to change the header sizes and fonts, if you wish, but please do keep the clean 2.5cm edge around the writing.

The set out for the picture books is different in that often you ‘play’ with the line setting, so as long as it is set out neatly, it doesn’t necessarily have to have the indentations, but double spacing does make it easier on the judges eyes. So please keep the double spacing.

Thank you for all the time you take on your competition entry. Check and recheck spelling etc.

It is appreciated.

Remember, a clean neat entry goes a long way to making a judge smile!