GUIDE FOR AUTHORS

Manuscript Structure

The manuscript should be written in clear and concise English, either American or British English but not a combination of both, single space in an A4 size paper, with one inch margin on all sides using 12 points Times New Roman. Limit your manuscript from 5000 to 8000 words (Starting from the first word of the title to the last word of appendices) or 8 to 12 pages only including tables and figures. Tables and figures are placed within the specific section paper as appropriate. Authors are advised to proof read prior to submission.

The first page contains the title of the paper, authors’ names, affiliation, email address, contact numbers, and the corresponding author shall be indicated in the footnote. The second page contains the title, abstract and key words. Limit the abstract to 250 words and five (5) maximum keywords. The use of abbreviations or acronym in the abstract is strongly discouraged.

The main part of the manuscript starts on the third page divided into the following sections: 1. Introduction, 2. Literature Review, 3. Research Methodology (Materials and Methods for experimental studies), 4. Results and Discussion, 5. Conclusion, (and Recommendations or Implications whenever applicable), Acknowledgement (if any) and References.

When there are subheadings, they are written left indent, boldface and number sequentially. i.e. 1.1 Study Objectives, 2.1 Theoretical Background, 3.1 Research Design. Subheading in the Literature Review part is highly discouraged.

The scientific names must be italicized, no underline.

Citation and References

In citing and listing of references, follow the guidelines of the American Psychological Association (APA), 7th edition. For details, submitting author/s is/are advised to consult the 7th edition of APA Manual freely available online.

Illustrations and Photographs

Submit illustrations and photographs in JPEG format and a minimum resolution of 300 dpi.

Tables and Figures

Provide a brief title for each table that clearly describes the content using 12 points Times New Roman. Place the title above the table and number them consecutively using the Arabic numeral style (example: Table 1). Limit the number of tables to a maximum of six per submitted research article. Observe the proper making table using the APA style. Legends have to be placed outside below the table.

For charts, map, illustrations and figure, place the title below it with title Figure 1, Figure 3, and so on. Number the figures consecutively using Arabic numeral style.
Font size for titles of tables and figures should not be smaller than 8 points and not larger than 12 points.

**Abbreviations and Units**

Express all units of measurements in SI system. Use standard rules of abbreviations such as kilogram (kg), meter (m), minute (min), second (s), and hectare (ha). Use minus index for derived units such as kilogram per cubic (kg cm\(^{-3}\)).