

AUTHOR GUIDELINES

General Format

All files should be submitted as MS Word documents, Times New Roman 12pt. font, without columns. Manuscripts should be written entirely in British (not American) English. Author's names and surnames should be included in the Title Page only. Please do not write names, surnames, email addresses, authors note or any other kind of data that could be used to identify the authors in the rest of the manuscript.

Manuscript Requirements

There are no strict formatting requirements but all manuscripts must contain the essential elements needed to convey your message, for example, Introduction, Materials and Methods, Results, Limitations and Conclusion. If any data are in local currency, US dollar equivalent of that year should be provided. SI Units or Imperial Units of measurement may be used.

Manuscript Length

We encourage authors to present and discuss their findings concisely. Manuscripts can be any length. However articles length between 5500 and 8000 words is preferred. Please count a full page table or figure as 660 words and a table or figure that takes up less than a page as 330 words.

Manuscript Title

The title should be short, informative and devoid of abbreviations.

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Keywords

Four or five keywords, which summarize the main ideas of the manuscript.

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Use headings to effectively organize your ideas within the manuscript. Please note that concise headings help the audience to identify the key points of your manuscript. Limit manuscript sections

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References

References should be to accessible sources only and in APA (7th Edition) format. Please ensure that all work cited in the text is included in the reference list, and that the dates and authors given in the text match those in the reference list. Note that your paper is at risk of rejection if there are too few (<10) or too many (>25) references, or if a disproportionate share of the references cited are your own.

References should be organised in a hanging indent format, meaning that the first line of each reference is set flush left and subsequent lines are indented.

Endnotes

Endnotes must be identified in the text by consecutive numbers and listed at the end of the manuscript, before the References section. Endnotes should be kept to the minimum [No footnotes].

Figures and Tables

Figures and tables should be placed on separate pages, in their original format and should always be numbered consecutively (Figure 1, Figure 2, Table 1, Table 2, etc.), and presented in the order they are mentioned in the text. Do not insert figures and tables in the text. Instead, in the space immediately after the paragraph in which the figure or table is first referenced, insert a text tag indicating that the figure or table should be placed there. Please see articles in Vol. 15 (2021) of the journal and format the tables accordingly.

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