

GUIDELINES FOR MANUSCRIPT PREPARATION FOR PUBLICATION IN THE PROCEEDINGS OF ICPT.HUST 2023

International Conference on Human Resources for Sustainable Development

First Author¹ and Second Author^{2*}

¹ Faculty of Political Theory, Hanoi University of Science and Technology, Hanoi, Vietnam

² School of Economics and Management, Hanoi University of Science and Technology, Hanoi, Vietnam

*Corresponding author: ICPT@hust.edu.vn

Abstract

Instructions providing basic guidelines for preparing an abstract paper for the “ICPT.HUST 2023: International Conference on Human Resources for Sustainable Development” are presented. This document is itself an example of the desired layout for the abstracts. Therefore, please use it as a template while editing the manuscript. It is recommended that the abstract contains 200-250 words.

Research purpose:

Brief description of research purpose

Research motivation:

Brief description of research motivation

Research design, approach, and method:

Brief description of research design, approach, and method.

Main findings:

Brief description of main findings.

Practical/managerial implications:

Brief description of practical/managerial implications

Keywords: up to six keywords separated by commas

1. INTRODUCTION

These guidelines describe the preparation procedure of the final camera-ready manuscript of the paper accepted for oral or poster presentation at the “ICPT.HUST 2023” conference. When authors submit their work to the “ICPT.HUST 2023” conference for publishing, they should strictly follow these instructions in order to maintain high publication quality standards of the proceedings.

Each paper must be divided into two parts. The first part includes the title, authors’ names, abstract and keywords. The second part is the main body of the paper. The 8 pages is an acceptable length for a research paper to be published. Falling back to 6 pages is fine (about 4000 - 6000 words), but try not to go over 10 pages.

2. LITERATURE REVIEW AND HYPOTHESIS DEVELOPMENT

2.1 Paper size and format

Each paper size should be A4 (21.0cm×29.7cm) and the following margins should be set:

Left margin	20 mm
Right margin	20 mm
Top margin	25 mm
Bottom margin	25 mm

2.2 Fonts and style: first part

All fonts must be in Times New Roman, and the font size of the title, authors’ names, affiliations, *abstract*,

and keywords are bold Capital 14pt, 10pt, 10pt, *Italic*10pt, and 10pt, respectively.

2.3 Fonts and style: paper body

The second part consisting of the paper body must be edited in double column format. The top-level heading, usually called section, numbered in Arabic numerals, shall appear centered with Times New Roman capital bold 10pt. The numbered level-two heading starts from the left in Times New Roman bold 10pt font. The main text uses Times New Roman 10pt font with Single spacing (1.0) and justified throughout.

3. METHODOLOGY

3.1 Equations

Equations should be written using Microsoft Equation and numbered consecutively as they appear within the ext. Equations should be centered horizontally and numbered with Arabic numerals enclosed in parentheses as shown in the example below. They should be cited in the text as, for example, Eq. (1), or Eqs. (1)-(3) (for plural). Equations should be punctuated with commas or periods when they are part of a sentence.

$$z = Ax + Bu(1)$$

$$y = Cx + Du(2)$$

where x is the state vector.

3.2 Units

In the paper, all authors are required to use SI unit.

3.3 Symbols

Abbreviations and acronyms should be defined the first time they are used in the text, even after they have been defined in the abstract.

4. RESULTS AND DISCUSSION

4.1 Figures and tables

All figures and tables should be placed as close as possible after their first mention in the text. Each table should be in MSWord only with consistent decimals. Large figures and tables may span across the page but their distortion to adjust and/or cover the page should be avoided. Scanned or digital images are to be used (e.g. line art, photos etc) if the output resolution is at least 600 dpi. All spellings and annotations (numbers, letters, symbols and captions) should conform to their usage in the text.

Table 1. The caption should be placed above the table

	A	B	C
(1)	150 %	16.3 %	18.2 %
(2)	31.1 %	33.8 %	29.8 %

	A	B	C
(3)	13.3 %	12.1 %	11.1 %

Table captions should be centered above the tables, figure captions should be centered below the figures; they should be referred to in the text as, for example, Fig. 1, or Figs. 1-3.

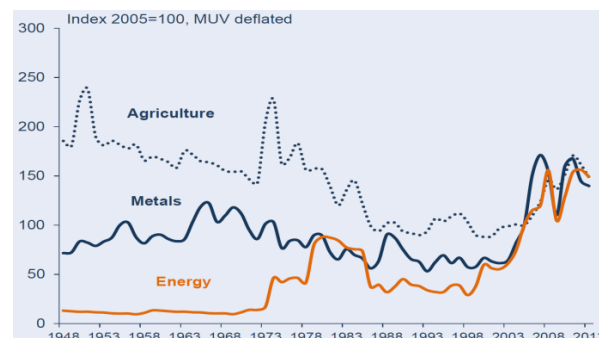


Fig. 1. The caption should be placed below the figure

5. CONCLUSION

Authors are required to write the full paper of their manuscript following the guidelines indicated in this template. It is imperative that authors insert the text of their manuscript directly in this template. It will ensure that the full paper of their manuscript is produced as per the format required for inclusion in the proceedings.

6. REFERENCES

References should be prepared according to the Publication Manual of the American Psychological Association (6th edition). This means in text citations should follow the author date method whereby the author's last name and the year of publication for the source should appear in the text, for example, (Jones, 1998). They should also be listed at the end of the manuscript (in this section) in Times New Roman 10pt. References should be complete in style as shown in the examples below:

- [1] Abdullah, F., Ward, R., & Ahmed, E. (2016). Investigating the influence of the most commonly used external variables of TAM on students' Perceived Ease of Use (PEOU) and Perceived Usefulness (PU) of e-portfolios. *Computers in human behavior*, 63, 75-90.
- [2] Guion, R. M., & Gottier, R. F., (1965), Validity Of Personality Measures In Personnel Selection. *Personnel Psychology*, 18, 135-164. doi:10.1111/j.1744-6570.1965.tb00273.x
- [3] Yu-kai Chou (2019). Yu-kai Chou: Gamification & Behavioral Design [online]. Retrieved from: <https://yukaichou.com/gamification-examples/octalysis-complete-gamification-framework/>.

