

The Title Should Be Simple, Concise And Informative In Sentence Case Format (Constantia 16, Title Maximum 14 words)

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ABSTRACT

An abstract should accompany each manuscript; it should be completely self-consistent (i.e., with no figure, table, equation or reference citations), not exceeding 250 words and written as a single paragraph. Abstract should include aims of the research, methodology and findings.

Keywords: keyword one; keyword two; keyword three (max. five keywords)

INTRODUCTION

The body of paper must be elaborated between 4500 - 7.500 words (maximum) including abstract, references and footnotes, written in font: Constantia, size: 12, line spacing: single (1.). Moreover, **the author(s) are required to use this template file (NOT creating a new file)** in order to avoid mismatch in the whole page layout (paper size, margins, etc).

The body could be divided into sections. Sections should be bold. Subsections should be italic. Whichever spelling you choose (British or American English) please be consistent throughout. Use hyphens consistently and avoid unnecessary ones. The words “section(s)”, “equation(s)”, “figure(s)” and “reference(s)” are abbreviated as “sect(s).”, “fig(s).”, “eq(s).” and “ref(s).” unless they are the first word of a sentence. The word “table” is always written in full. Latin expressions, such as, e.g., i.e., et al., versus (vs.) should be set in italic. All terms or titles in Arabic should be transliterated by following the Library of Congress guide. Name of the person should not be transliterated.

In the introduction inform the problem of study, use theories. The contents of the paper should be in the following: (1) title of paper, (2) author names and address, (3) abstract, (4) keywords, (5) introduction, method (6) discussion and analysis, (7) conclusion, (8) acknowledgement (if any), (9) References.

(Constantia 12, Line spacing 1, use for introduction, discussion and analysis, conclusion, and references)

Bodynote

Body notes for text material, which should be kept to a minimum, and which should be indicated by numerical superscripts. Body notes should be placed in the body of the relevant sentence consisting of the author and year. (Constantia 12)

Bibliography

Bibliography should be written in alphabetical order following the examples below, for book (see Axford), journal (see Arditi), seminar proceeding (see Andreassen) and chapter (see Geertz).

Axford, Barrie. *The Global System, Politics and Culture*. New York: St. Martin & rsquos Press, 1995.

Arditi, Benjamin. “From Globalism to Globalization: The Politics of Resistance”, *New Political Science*, Volume 26, Number 1 (March 2004): 1-18.

Andreassen A., Bard. “Human Rights and Legal Empowerment of the Poor”, *Extreme Poverty and Human Rights Expert Seminar*, Geneva 23-24 February 2007, Norwegian Centre for Human rights, University of Oslo.

Geertz, Clifford. “Religion: Anthropological Study”, in David L. Sills (ed.) *International Encyclopedia of the Social Sciences*. London: Collier-Macmillan Publishers, 1965: 2-20.

Notes:

- a. Writing a citation style is recommended using citation manager tools, such as [Mendeley](#), [Zotero](#), and so on.
- b. Arabic transliteration uses International Journal of Middle Eastern Studies standards, transliteration details can be downloaded at <http://ijmes.chass.ncsu.edu/docs/TransChart.pdf>.

- c. Articles must be free from elements of plagiarism (maximum plagiarism level is 30%), by attaching evidence (screenshots) that the article has been checked using anti-plagiarism software [Turnitin](#).