

Paper's title should be the fewest possible words that accurately describe the content of the paper (Center, Bold, 14pt)

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Abstract

An abstract is often presented separate from the article, so it must be able to stand alone. A well-prepared abstract enables the reader to identify the basic content of a document quickly and accurately, to determine its relevance to their interests, and thus to decide whether to read the document in its entirety. The abstract should be informative and completely self-explanatory, provide a clear statement of the problem, the proposed approach or solution, and point out major findings and conclusions. **The Abstract should be 100 to 200 words in length.** References should be avoided, but if essential, then cite the author(s) and year(s). Standard nomenclature should be used, and non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself. No literature should be cited. (10pt)

Keywords: First keyword, Second keyword, Third keyword, Fourth keyword, Fifth keyword



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INTRODUCTION

The manuscript should be saved in a doc file. Please do not send your manuscript in a pdf file, as it will make the review process difficult. The manuscript should be between 5,000 to 7,000 words excluding references. The body paragraphs must be written in cambria pt. 12.

The introduction must include the background to the research, the significance of the research, and the issues raised in the research.

The introduction should also include a review of related literature and justification of research's originality, It is a must to provide a synthesis of the previous related studies to show the state of the art, and state explicitly the research gap which the present research has attempted to fill in. Research gap here refers to what has been done and what has to be done in the present research.

State the objective of the research explicitly at the end of the introduction and how your research will meet this objective

METHOD

the general guidelines for the methodology of quantitative research, qualitative research, and mixed methods.

If necessary, subheadings are allowed for explaining research participants/subjects, data collection method, data collection instrument, data analysis, and the like.

It is not necessary to quote definitions of the approach/method applied in the research. Focus on the step by step methods taken by the research

RESULTS AND DISCUSSION

This section may be separated into results/findings and discussion, respectively. The section must provide the general results of the research and sufficient discussion of the results.

Subheadings may be used when necessary, depending on the nature of the results/findings of the research.

Tables

All tables should be numbered with Arabic numerals. Every table should have a caption. Headings should be placed above the tables, left justified. Only horizontal lines should be used within a table, to distinguish the column headings from the body of the table, and immediately above and below the table. Tables must be embedded into the text and not supplied separately. Below is an example which the authors may find useful.

Table 1 - An example of a table.

An example of a column heading	Column A (<i>t</i>)	Column B (<i>t</i>)
And an entry	1	2
And another entry	3	4
And another entry	5	6

Illustrations

All figures should be numbered with Arabic numerals (1,2,3,...). Every figure should have a caption. All photographs, schemas, graphs and diagrams are to be referred to as figures. Figures must be embedded into the text and not supplied separately. It is much preferred to use formats of figures of PNG, JPEG, GIF and the

like. Figures should be placed at the top or bottom of a page wherever possible, as close as possible to the first reference to the figures in the paper.

The figure number and caption should be typed below the illustration in 9 pt arial and left justified.



Fig. 1 - (a) first picture; (b) second picture.

Equations

Equations and formulas should be typed in Mathtype and numbered consecutively with Arabic numerals in parentheses on the right hand side of the page (if referred to explicitly in the text). They should also be separated from the surrounding text by one space.

Discussion

You may integrate the results and discussion or separate the two. Discussion of your research results is a must and really important to your manuscript. Included in this section is discussion of your research results based on the theoretical framework used. You should also compare the research results to results of previous research on a relevant topic that you mention (or synthesize) in the introduction. What are the similarities and differences? What does your research contribute to the existing research on the relevant topic?

CONCLUSION

The conclusion may restate the findings of the research; however, it should not merely state the major findings. Instead, it should add to the understanding of your readers of the topics and issues raised in your manuscript.

Furthermore, your conclusion should add emphasis to your manuscript, pull the different parts of the manuscript together, emphasize important points, and demonstrate the possibilities for future exploration of the topic under research. Finally, provide some possible implications of your research for the field of study and education in general.

Conclusion is immediately followed by references. References must be listed at the end of the paper. Do not begin them on a new page unless this is absolutely

necessary. Authors should ensure that every reference in the text appears in the list of references and vice versa. Indicate references by (Lickona, 1999) or (Strunk & White, 1979) in the text. References must include secondary sources of preferably journal articles published within the last five to ten years.

The following references (after the section of acknowledgment) refer to the APA citation style and can be used as an example. Please pay attention on how to cite books, journal articles, thesis/dissertation, and other sources. Use of a tool such as **EndNote**, **Mendeley**, or **Zotero** for reference management and formatting, and choose **APA style**

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