

SUBU Journals Author Guidelines (Title of the Paper)

Author Name SURNAME^{1*} , Name SURNAME² , Name SURNAME³ 

¹, e-mail [Please edit the link in ORCID logo](#)

² Affiliation of other authors, (Department, Faculty/College, Institution/University), e-mail

³ Affiliation of other authors, (Department, Faculty/College, Institution/University), e-mail

ABSTRACT

The manuscript should contain an abstract **within 300 words**. The manuscript should have a self-contained, citation-free abstract and state briefly the purpose of the research, methodology, key results and major conclusions. Abstract should be in a single paragraph with running sentences. Do not use any subheading or point list within the abstract. Also, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself.

Keywords: Keyword1, keyword2, keyword3 (Authors are advised to write **3-5 keywords** related to the article, separated by comma. These keywords will be used for indexing purposes. **Only the first letter of the first keyword will be capitalized**).

Makale Tam Metin Şablonu (Çalışma Başlığı)

ÖZ

Makale **300 kelimelik** bir özet içermelidir. Makalenin bağımsız, atıf içermeyen bir özeti olmalı ve kısaca araştırmanın amacını, metodolojisini ve ana sonuçlarını belirtmelidir. Özet, cümlelerle birlikte tek bir paragrafta olmalıdır. Özet içinde herhangi bir alt başlık kullanılmamalıdır. Ayrıca, standart olmayan veya yaygın olmayan kısaltmalardan kaçınılmalıdır. Ancak gerekliyse, özeti kendisinde ilk bahsedildikleri yerde tanımlanmalıdır. Türkçe makalelerde ilk önce Türkçe başlık ve özet sonrasında İngilizce başlık ve özet yazılmalıdır.

Anahtar Kelimeler: Anahtar kelime1, anahtar kelime2, anahtar kelime3 (En az 3, en fazla 5 anahtar kelime yazınız. Yazarların makale ile ilgili 3-5 anahtar kelimeyi virgülle ayırarak yazmaları önerilir. Bu anahtar kelimeler indeksleme amacıyla kullanılacaktır. **Yalnızca ilk kelimenin ilk harfi büyük yazılmalıdır**).

^{1*} Corresponding Author's email:

1 Introduction

Mostly Papers starts with introduction. It contains the brief idea of work, requirement for this research work, problem statement, and Authors contribution towards their research. Sufficient recent reference citation from last 2 years should be included for showing the existing challenges and importance of current work. This section should be succinct, with no subheadings unless unavoidable. State the objectives of the work and provide an adequate background related to your work, avoiding a detailed literature survey or a summary of the results. Also, The template is used to format your paper and style the text. All margins, column widths, line spaces, and text fonts are prescribed; please do not alter them. Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract. Do not use abbreviations in the title or heads unless they are unavoidable. Latin words in the article should be written in italics, and italics should be avoided in words other than Latin. A comma should be used as the decimal separator in the Turkish text and a full stop in the English text. Tables and figures should be numbered according to the order of use. Table titles should be above the table and figure captions should be below the figure. Tables and figures should be cited in the text. References cited in the text should be included in the reference list. Likewise, references in the reference list should also be cited in the text.

Subu Journals are given as below:

- Journal of Agricultural Biotechnology
- Journal of Business and Trade
- Journal of Innovative Healthcare Practices
- Journal of Exercise and Sport Sciences Research
- Journal of Marine and Engineering Technology
- Journal of New Tourism Trends
- Journal of Smart Systems Research

2 Conceptual Framework

In this section, if necessary, the relevant concepts should be summarized first without repeating the literature. An evaluation should be made about the results of the existing studies in the literature, their ignored or contributions. It is essential to reveal the problem leading to the research. If necessary, this section can be combined with the introduction.

3 Research Methodology

The way followed at every stage of the research is explained with the concept of method. The methodology facilitates the examination of the research and determines the credibility. Information such as how the research was constructed, what the research problem was, which variables were discussed with theoretical framework, what the hypothesis was, how the data were obtained, how the obtained data were analyzed should be included in this section. It can be subdivided if several methods are described. Methods that were previously available in the literature should be cited with reference. The methodology should be written in detail and continuity in the text should be ensured.

4 Results and Discussion

This section may each be divided by subheadings or may be combined. This should explore the significance of the results of the work, don't repeat them. Avoid extensive citations and discussion of published literature only, instead discuss recent literature for comparing your work to highlight novelty of the work in view of recent development and challenges in the field.

In the discussion section, the conclusions of the current study are compared with the conclusions of similar studies in the literature while interpreting the possible reasons for the conclusions.

4.1 Preparation of Figures and Tables

Authors are supposed to embed all figures and tables at appropriate place within manuscript. Figures and tables should neither be submitted in separate files nor add at the end of manuscript. Figures and Tables should be numbered properly with descriptive title. Each Figure/Table must be explained within the text by referring to corresponding figure/table number. Any unexplained or unnumbered Figure/Table may cause rejection of the paper without being reviewed.

4.1.1 Formatting Tables

Table should be prepare using table tool within the Microsoft word and cited consecutively in the text. Every table must have a descriptive title and if numerical measurements are given, the units should be included in the column heading. Formatting requirement has been summarized in the Table 1.

Table 1: *Summary of formatting requirement for submitting paper in this journal.*

Layout	Size	Margin (Normal)	Header	Footer			
Single column	A4 (8.27" X 11.69")	Top=1"(2.5 cm) Bottom=1" Left=1" Right=1"	Do not add anything in the header	So not add anything in the footer			
Font	Article Title	Headings	Subheadings	Reference list	Text	Table and figure	Abstract
	Times New Roman, 16 pt, Bold, centred	Times New Roman, 12 pt, Bold, Left aligned	Times New Roman, 11 pt, Bold, Left aligned	Times New Roman, 9 pt, Justified	Times New Roman, 11 pt, Justified	Times New Roman, 10 pt,, centred	Times New Roman, 10 pt,,
Line Spacing	1.15	1.15	1.15	1.15	1.15		1
Page number	We will format and assign						

	page numbers						
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4.1.2 Formatting Figures

All figures should be cited in the paper in a consecutive order, author may be asked to provide separate files of the figure. Figures should be used in bitmap formats (TIFF, GIF, JPEG, etc.) with 300 dpi resolution at least unless the resolution is intentionally set to a lower level for scientific reasons. If a bitmap image has labels, the image and labels should be embedded in separate layer. Figure 1 shows the logo of SUBU Publisher.



Figure 1: Logo of SUBU

5 Conclusions

Each manuscript should contain a conclusion section within 250-450 words which may contain the major outcome of the work, highlighting its importance, limitation, relevance, application and recommendation. Conclusion should be written in continuous manner with running sentences which normally includes main outcome of the research work, its application, limitation and recommendation. Do not use any subheading, citation, references to other part of the manuscript, or point list within the conclusion.

6 Declarations

6.1 Study Limitations

Provide all possible limitation faced in the study which might significantly affect research outcome, If not applicable write, none.

6.2 Acknowledgements

All acknowledgments (if any) should be included in a separate section before the references and may include list of peoples who contributed to the work in the manuscript but not listed in the author list.

6.3 Funding source

Provide funding source, supporting grants with grant number. The name of funding agencies should be written in full, if no funding source exist, write, none.

6.4 Competing Interests

Declare any potential conflict of interest exist in this publication. If there aren't any conflict, please write "There is no conflict of interest in this study."

6.5 Authors' Contributions

Define the contribution of each researcher named in the paper to the paper.

Corresponding Author Name SURNAME: Contribution to the article. (Developing ideas or hypotheses for the research and/or article, planning the materials and methods to reach the results, taking responsibility for the experiments, organizing and reporting the data, taking responsibility for the explanation and presentation of the results, taking responsibility for the literature review during the research, taking responsibility for the creation of the entire manuscript or the main part, reworking not only in terms of spelling and grammar but also intellectual content or other contributions...)

2. Author's Name SURNAME: Contribution to the article. (Developing ideas or hypotheses for the research and/or article, planning the materials and methods to reach the results, taking responsibility for the experiments, organizing and reporting the data, taking responsibility for the explanation and presentation of the results, taking responsibility for the literature review during the research, taking responsibility for the creation of the entire manuscript or the main part, reworking not only in terms of spelling and grammar but also intellectual content or other contributions...)

7 Human and Animal Related Study

If the work involves the use of human/animal subjects, each manuscript should contain the following subheadings under this section.

7.1 Ethical Approval

Provide ethical approval authority name with the reference number. If ethical approval is not required, provide an ethical exemption letter of not required. The author should send scan copy (in pdf) of the ethical approval/exemption letter obtained from IRB/ethical committee or institutional head.

7.2 Informed Consent

Write a statement of informed consent taken from the participants to publish this research work. The editor may ask to upload scan copy if required.

References

Author(s) are responsible for ensuring that the information in each reference is complete and accurate. **Do not use grey literature (unauthentic website, news portal, social media, Wikipedia etc) as reference, only scholarly literature (Journal, online books, proceedings, patents, authentic websites with permanent archival policy) are acceptable references.** Author should include sufficient recent (last 2 years) references in the article. Please refer to each source you give in the main text. You can use the following format (APA) for JoinBAT, JoinESR, JoinMET, JoinNTT journals. Note that your sources are listed alphabetically. When using the format below, the reference should be in the text (Author surname, Year). If the number of authors is 2 (Author Surname and Author Surname, Year), if more than 2 (Author Surname et al., Year) should be cited. For detailed information, you can visit the <https://apastyle.apa.org/style-grammar-guidelines/references> web page.

AuthorLastName, FirstInitial., & Author LastName, FirstInitial. (Year). Title of article. *Title of Journal*, Volume(Issue), Page Number(s). <https://doi.org/number>

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Which journal uses which style?

Journal of Business and Trade, Journal of Exercise and Sport Sciences Research, Journal of Marine and Engineering Technology , Journal of New Tourism Trends	APA
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If you are using any reference manager (e.g. Mendeley, Zotero Endnote etc), you may select standard *APA style*.



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Appendices