

ABSTRACT PAPER SUBMISSION CHECKLIST

This is your personal checklist copy for correct paper submission – Do NOT submit with your paper.

Title		√ / X
1	Do not phrase the title as a question. Rephrase your title to answer or at least allude to the answer.	
2.	Ensure the title is long enough that it identifies the topic, argument, and method of the essay.	
Abstract		
3.	Abstract should include purpose of study, methodology, summary of findings/results, conclusion, and significance / contributions of study.	
4.	Abstract should be written in English	
5.	Do not cite any references, figures, equations, or tables in the abstract.	
6.	The abstract should be between 150-250 words	
General		
7.	Ensure your abstract is free of plagiarism	
8.	Title, author's name, affiliation, address, telephone and fax number, and corresponding author's email should be included.	
9.	Please prepare a .docx version of abstract paper for submission according to the template below	

Title of Abstract (14pt, Bold, Capitalize Each Word)

First A. Author, Second B. Author, Jr., Third C. Author (12pt, bold)

Affiliation

Corresponding email

Abstract. To format your abstract, Use Times New Roman Font: 12 pt, Justified. Begin the abstract with the word “Abstract” followed by a period in bold font, and then continue with a normal 12-point font. Your Abstract should include purpose of study, methodology, summary of findings/results, conclusion, and significance / contributions of study.