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Article Title Use Times New Roman 12pt Single Spaced Font (Title Format)

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ABSTRACT
Guidelines for Preparing a Manuscript for Submission to the Envirotek Website.Authors are fully responsible for the quality and accuracy of the articles they submit. It is strongly recommended to type the manuscript directly within this template or to copy and paste from another document using markup. Please note that page settings in this template must not be altered, including font type, line spacing, margins, capitalization, and the sequence of sections. The abstract must be written in a single paragraph using Times New Roman, 9 pt, single-spaced. The maximum length of the abstract is 200 words. It should concisely summarize the objectives, methodology, results, and conclusions of the study. References must not be included in the abstract. In the keywords section, provide up to 8 keywords arranged in alphabetical order..

1. INTRODUCTION

Manuscript Formatting Guidelines. The main text must adhere to the following rules: use Times New Roman, 10 pt font, and single line spacing throughout. Headings, titles, captions, equations, tables, and figures should follow the same spacing format. The manuscript should be structured into the following sections: Introduction, Methods, Results and Discussion, Conclusion, Acknowledgments (optional), and References. The Introduction should clearly present the background, research problem, and may include a brief literature review..

Manuscripts must be prepared in a two-column format with a 1 cm spacing between columns. Authors should strictly adhere to the guidelines and formatting of this template, either by typing directly into it or by copying and pasting text without modifying the format.

2. METHOD

Manuscripts must be prepared on A4 size paper (8.27 × 11.69 inches). Page settings in this template must not be altered.

The length of the article must not exceed ten pages, including all sections. Do not insert page numbers. Please refrain from using headers or footers, as these are reserved for technical editing by the editors..

3. RESULTS AND DISCUSSION

The formatting of headings in this paper must follow these rules:

Level 1: Times New Roman, 10 pt, bold, all capital letters, with spacing of 20 pt before and 10 pt after the heading. Example: "**3. RESULTS AND DISCUSSION**".

Level 2: Times New Roman, 10 pt, **bold**, only the first letter of the first word capitalized, with spacing of 10 pt before and 10 pt after the heading. However, if a Level 2 heading directly follows a Level 1 heading, the spacing before the Level 2 heading should be 10 pt instead of 20 pt. Example: "**3.1 Paper Title**".

Level 3: Times New Roman, 10 pt, not bold, only the first letter of the first word capitalized, with spacing of 10 pt before and 10 pt after the heading. However, if a Level 3 heading directly follows a Level 2 heading, the spacing between them should be 10 pt instead of 20 pt. Example: "3.2.1 Name".

No further heading levels are allowed after Level 3. If additional subheadings are required, they should be placed at the beginning of a paragraph, underlined, and followed by a period. Example:

Heating Tube. This device is used as an electrical resistor to provide heat to its input. A DC voltage is applied to...

3.1 Paper Title

The article title should be written in capitalized form, where each main word begins with a capital letter, while minor words follow standard capitalization rules. Example: "Guidelines for Preparing an Envirotek Journal Article". Do not capitalize prepositions, articles, or conjunctions unless they appear at the beginning of a sentence or paragraph. Avoid writing long equations with subscripts, although short equations used to identify elements are acceptable. (Example., "Nd–Fe–B").

3.2 Author Information

3.2.1 Name

Authors are required to provide their full names. Middle names, if any, may be abbreviated.

3.2.2 Affiliation

Different affiliations must be listed on separate lines. Do not insert punctuation marks at the end of each affiliation. If all authors share the same affiliation, it should be written only once.

3.2.3 *Superscripts*

Use numeric superscripts, e.g. "[1, 2, 3, 4 …]" after the author's name and before the affiliation. Superscripts are not needed if all authors share the same affiliation.

3.3 Mathematics/Formulas

3.3.1 Equation

(1) Tool: It is recommended/allowed to use MathType (http://www.mathtype.com) for editing equations. Microsoft Equation Editor is also permitted. (Insert | Object | Create New | Microsoft Equation *or* MathType Equation). "Float over text" can't be selected.

(2) Formating: quations must be 10 pt in size, with 10 pt spacing above and below, left-aligned, and without indentation.

(3) Numbering: ensure that the placement and numbering are consistent and follow the required format. Equation references must correspond to the given example (1). Equations should be right-aligned, as shown in the example.:

$$x_{1,2} = \frac{-b \pm \sqrt{b^2 - 4ac}}{2a} \quad (1)$$

3.3.2 Nomenclature, Units and Numbers

Decimal numbers must be written using a period in the text, tables, and figures. The scientific names of the studied organic materials or organisms must be provided. Scientific names of species (including varieties, subspecies, and others) must be italicized, except where the text is already italicized, in which case they should appear in regular font. At first mention, the full scientific name (genus, species, species authority), as well as strain or cultivar, must be written in full. In subsequent mentions, the genus name may be abbreviated and the species authority omitted. However, the genus name must always be written in full if abbreviation could cause confusion for the reader. Chemical nomenclature must follow the IUPAC–IUB guidelines..

Units of measurement must follow the International System of Units (SI) and be written with their abbreviations, such as g, mg, mL, µm, and so on. Negative exponents (e.g., m^{-2}, L^{-1}, h^{-1}) are recommended, except in special cases such as "per tube" or "per day." Mathematical symbols and unit symbols (e.g., µ, °, ·, ⋅, ≥, ≤, =, <, >, +, −, etc.) must be inserted using the Symbols menu in Microsoft Word, not by typing their keyboard equivalents such as m, 0, p, o, x, >=, <=, =, <, >, +, _, etc. Numbers and units must be separated by a single space (e.g., 15 mL), except for numbers with the percent symbol (e.g., 75%).

3.4 Table and Figure

3.4.1 General

(1) Provide each table with a concise and descriptive title, and each figure with a caption. Figure captions should be placed below the figure, while table titles should appear above the table. Do not embed captions within the figure itself or place them inside "text boxes" linked to the figure. Captions must not be placed outside the figure boundaries.

(2) Center all table titles and figure captions in Times New Roman, 10 pt; capitalize only the first word

(3) Cite tables and figures in the text as Table 1 or Figure 1 (not Tab. 1 or Fig. 1). Place them in the order cited, at the top or bottom of the page, near their first reference.

(4) Leave 10 pt spacing between a table and its title or a figure and its caption, and between tables/figures and the following text.

3.4.2 Table

Use Times New Roman, 9 pt for table content. Table numbers should be in bold.

If a table spans multiple pages, either repeat the table number and title on the next page or continue across consecutive pages without repeating the title.

Table 1. Table Title

Title 1	Title 2	Title 3
Table size	can be	edited

Notes: Use Times New Roman, 8 pt. Number multiple notes as "1, 2, 3 …" separated by a period or semicolon. Align the notes with the table's left and right edges, and ensure they do not exceed the page margins..

3.4.3 Figure

Ensure captions are on the same page as the figure/table and are concise. End caption sentences with a period. Center figures and captions. All text, numbers, shapes, and symbols must be legible at 120% zoom. Use a consistent font type,

e.g., Times New Roman, Helvetica, Arial, Cambria, or Symbol.

Large figures may span both columns. Any figure that covers more than one column must be proportionally positioned. All figures and graphs are acceptable. Please pay special attention to spacing within the figures/graphs:

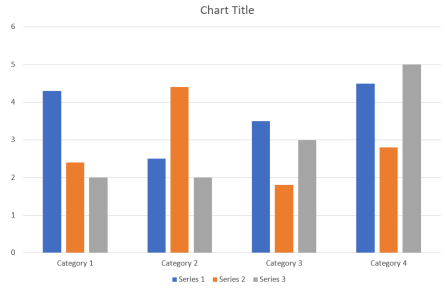


Figure 1. Height of Rice in the Paddy Field

4. CONCLUSION

The Conclusion section is mandatory. It must include the main findings of the study and provide a clear explanation of their significance and relevance. Limitations of the paper and recommendations for future research may also be included..

ACKNOWLEDGMENTS

The Acknowledgments section is unnumbered and placed after the Conclusion. Use a single heading even if multiple acknowledgments are included. Avoid sentences such as "One of us would like to thank …" Instead, write, for example: "This work was supported by the National Science Foundation (Grant Nos. xxxx, yyyy)."

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If AI was used during the preparation of the manuscript, authors must include the following statement:

"**Declaration of AI Use:** During the preparation of this work, the author(s) used (NAME TOOL / SERVICE) in order to (REASON /PURPOSE). After using the tool/service, the author(s) reviewed and edited the content as needed and take(s) full responsibility for the content of the publication."

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REFERENCES

All references must be cited in the text. Use the author's last name and year in parentheses: (Soetrisno, 2002). For two authors, use both names with '&': (Reynolds & Richards, 1996). For more than two authors, use the first author followed by 'et al.': (Hayami et al., 2008).

The reference list should be arranged alphabetically by the last name of the first author, using reference management software such as Mendeley, EndNote, or similar, following the **American Physicological Association (APA) 7th format edition**.

Each article must include a **minimum of twenty (20) references**, with at least 70% coming from scientific articles published within **the last ten (10) years**.

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Dwee, D., Dion, H. B., & Brown, I. S. (2012). *Information behaviour concept: A basic introduction*. University of Life Press.

Balakrishnan, R. (2006, March 25-26). *Why aren't we using 3d user interfaces, and will we ever?* [Paper presentation]. IEEE Symposium on 3D User Interfaces, Alexandria, VA. https://doi.org/10.1109/VR.2006.148.

Neo, M. C. (2000). *The role of education as a process of human release from various problems of life* [Unpublished M.Appl.Psy. thesis]. University of Life.

Australia. Department of Health and Aged Care. (2000). *National youth suicide prevention strategy*. http://www.health.gov.au/hsdd/mentalhe/sp/nysps/about.htm