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Abstract (10 pt, Calisto MT)

Abstracts are written in 10 pt. Calisto MT, single spacing, preferably not more than 200 words. The abstract should be clear, concise, descriptive and should provide a brief introduction to the problem. This should generally be followed by a statement regarding the background of the study, the purpose of the study, the methodology and a brief summary of results. The abstract should end with a comment on the significance of the results or a brief conclusion. It should not contain any references.

Keywords: maximum of 5 keywords separated by comma (,), written alphabetically in 10pt. Calisto MT

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Provide full correspondence details of address here including email for the corresponding author.

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INTRODUCTION (10 PT, CALISTO MT, BOLD)

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METHODS (10 PT, CALISTO MT, BOLD)

The manuscript is written with Calisto MT font size 10, single-spaced, left justified, on one-sided pages and on A4 paper (210 mm x 297 mm) with the adjusted margin. The title of the article should be brief and informative and it should not exceed 18 words

The first letter of headings is capitalized and headings. The organization of the manuscript includes **Introduction, Methods, Results and Discussions, Conclusions, and References. Acknowledgement** (if any) is

written after Conclusions and before References. Between paragraphs, the distance in one space.

Document length restrictions

Papers accepted for publication are strictly limited to approximately 4000-7500 words in a two-column format following this template.

RESULTS AND DISCUSSION (10 PT CALISTO MT, BOLD)

Document details

Abbreviations/terms/notations/symbols

The use of abbreviation is permitted, but the abbreviation must be written in full and complete when it is mentioned for the first time and it should be written between parentheses. Terms/Foreign words or regional words should be written in italics. Notation should be brief and clear and written according to the standardized writing style. Symbols/signs should be clear and

distinguishable, such as the use of number 1 and letter l (also number 0 and letter O).

Measurements

For measurements use S.I Units (System International units). Measurement should be abbreviated (e.g. mm, kcal, etc.) in accordance with the Style Manual for Biological Sciences and using the metric system. Do not begin sentences with a numerical figure. When heading a sentence, numbers should be spelled out.

Headings

Several levels of heading set in this template that could be used as follows:

- Abstract (Heading 1 Abstract)
- Chapter (Heading 2 Chapter) - 10pt, bold, left justified
- Sub-chapter (Heading 3 format) - 10pt, bold, left justified
- Sub-subchapter (Heading 3 format) - 10pt, bold italic, left justified
- Body text (Heading 4 Body text) - 10pt, justified
- Quotation (Heading 5 Quote)
- Table or Picture (Heading 6 Table and Picture)
- References (Heading 7 Reference).

Bullets

There are two levels of allowed bulleting on the manuscript:

- This is the first bullet level
 - This is a sub-bullet level

Tables

Tables are sequentially numbered with the table title and number above the table. Tables should be centered in the column or on the page. Tables should be followed by a

line space. Elements of a table should be single-spaced, however double spacing can be used to show groupings of data or to separate parts within the table. Table headings should be in 11pt bold. Tables are referred to in the text by the table number e.g. Table 1. **Do not show vertical lines** in the table. Only horizontal lines should be shown within the table. Provide a footnote to each table, identifying in alphabetical order all abbreviations used.

Table 1. Formatting Rules, 10 pt font

Object	Font	Alignment	Space above	Space below
Heading1	8pt	left	10pt	10pt
Heading2	8pt	left	6pt	6pt
Body	8pt	justified	3pt	3pt
Bullet	8pt	justified	3pt	3pt
Figure title	9pt	Centered	6pt	10pt

Figures

Figures are sequentially numbered commencing at 1 with the figure title and number below the figure as shown in Figure 1. Detailed recommendations for figures are as follows:

- Ensure that figures are clear and legible with typed letterings.
- Black & white or colored figures are allowed.
- Figures should be centered in the column OR on the page. If a figure spans two columns, it should be placed at the top or bottom of a page.
- Tables, Figures, and Illustrations also should be prepared attached separately. A legend should be supplied for each illustration, with all legends typed on

separate sheets of paper. Photographs should be printed in a glossy paper.

- Hard copy illustrations should, preferably, be scanned and included in the electronic version of the submission in an appropriate format as follows:
 - BMP - Microsoft bitmap file
 - WMF - Windows Metafile Format
 - EPS - Encapsulated Postscript
 - JPEG/TIFF format
- The following files are permissible:
 - Microsoft Graph
 - Microsoft Draw

Figure 1 shows an included Microsoft Draw object.

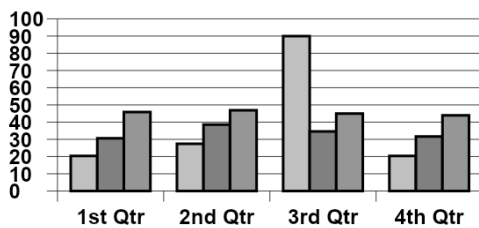


Figure 1. A Sample Chart

Statistical methods

Any statistical methods used should be detailed in the methods section of the manuscript and any method not commonly used should be described in detailed and supported by references.

Citations and references

Please refer to the latest **American Psychological Association (APA) citation and format style** for in-text citations and referencing (Author et al., 2017). For in-text

citations, indicate the author's last name and year (Author, 2015), and page number should be available for direct quotation such as "the construction of an artifact" (Mehring, 2018, p. 5). Citing more than one references should be alphabetically ordered (Anjaniputra, 2013; Bialik, 2015). Do not use footnotes.

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- All authors should be completely written, except more than six. Ended with *et al.* after the sixth author.
- Papers accepted but not yet published may be included as references; designated the journal and add "Forthcoming".
- Avoid citing a "personal communication" unless it provides essential information not available publically, name the person and date of communication, obtain written permission and confirmation of accuracy from the source of a personal communication.

– Types of references are as follows:

- For a book, edited book, monograph.
- For a Journal Article.
- For a Magazine Article
- For a Proceedings Paper
- For a University Technical Report
- For a Dissertation or Thesis

- For an Internet Reference (see Author Guidelines)

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- References not cited in the text.
- Excessively referencing your own work.
- Insufficiently referencing the work of others.

It is also preferable when Authors give DOI number of each reference, but it is optional for Authors.

CONCLUSION (10 PT, CALISTO MT, BOLD)

Papers not prepared in accordance with these guidelines and manuscripts with number of mistakes will have to be pre-rejected by the Editor. Received articles will be reviewed by our peer reviewer and will be edited by the Editor. This journal applies online submission. Authors must submit by registering and uploading the manuscript in the website.

ACKNOWLEDGMENTS (10 PT, CALISTO MT, BOLD)

This section is optional and possibly excluded from the manuscript. If any, you may wish to thank those who have supported you and your work. Personal acknowledgements will be limited to appropriate professionals who contributed to the paper, including technical assistance and/or financial material support.

REFERENCES (10 PT, CALISTO MT, BOLD)

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