

Submission Checklist

- >> Please complete this checklist with *check mark* (✓).
>> Scan and save it in a pdf format and attach to the submission.
-

The manuscript title is: _____

Hereby I/We confirm that

1. The manuscript is a research-based paper.
2. The manuscript is in length between 5,000-7,000 words; say: words.
3. The manuscript is typed in Ms. Word doc., single-spaced format, with Palatino Linotype font in size 12-pt.
4. **Heading 1: use this style for level one headings.**
5. **Heading 2: use this style for level two headings.**
6. *Heading 3: use this style for level three headings.*
7. The title indicates the novelty of the research.
8. Its abstract, not exceeding 200 words, say:words, is clear and informative.
9. Its keywords are 3-7 keywords, say: phrases.
10. The research gaps, research questions/objectives, and research contribution are available in Introduction.
11. Methods are practically elaborated in subsections.
12. Findings are the answers to the research questions/objectives presented in subsections.
13. Discussion compares and contrasts the findings of the current research with those from the previous research.
14. Conclusion consists of the summary, restatement of the main findings (and Suggestion).
15. Use Reference Management Software such as Zotero, Mendeley, etc., say: for citations and references.
16. The citations and references follow APA style, 7th edition.
17. The list of References includes only those that cite or refer to in the article.
18. Cite the journal articles published in the last 5 years.
19. The citations include from journal articles at least 80% of the total references cited.
20. Use Grammarly (Grammar Checker Software) to check grammatical errors and spelling.
21. Submit the manuscript to Open Journal Systems (OJS).
22. Attach CV of not more than 200 words (essential personal ID, education, career, relevant publications) to the submission.
23. Attach the Statement of Originality to the submission.
24. Attach this checklist to the submission.

Submission date : _____

Name of the first author/co-author : _____

Signature : _____