

## **A Title is Fewest Possible Words, Accurately Describe the Content**

(Title should be Clearly Defined and Informative; using Times New Roman (TNR) size-18 pt, single spacing, bold, align left)

### **Author1's Name<sup>1</sup>, Author2's Name<sup>2</sup>, and so on**

(Authors' names without academic title, TNR size-12 pt, single spacing, align left)

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#### Article Info

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#### **ABSTRACT**

(Write the abstract in English. The Abstract should be informative and completely self-explanatory, provide a clear statement of the problem, explain the reason why this study is important to do, explain the research method used, the proposed approach, and point out major findings and conclusions. The Abstract should be 180 to 250 words in length and in italicized format. The abstract should be written in the past tense. Standard nomenclature should be used and abbreviations should be avoided. No literature should be cited, use TNR 9 pt, single space, justify, and the word "ABSTRACT" is indented. Besides that, the keyword list provides the opportunity to add keywords, used by the indexing and abstracting services, in addition to those already present in the title. Judicious use of keywords may increase the ease with which interested parties can locate our article).

**Keywords:** minimum 3 and maximum 5 keywords from paper (in English, TNR size-9 pt, justify).

## Formatting Requirements

### 1. Font and Spacing

- ✓ **Typeface and Size:** Use *Times New Roman* throughout the manuscript.
- ✓ **Main Body:** Set the body text to 12 pt font size, with 1.15 line spacing, and fully justified.
- ✓ **Paragraphs:** Indent each new paragraph by 0.5 inches (1.27 cm) or, if you prefer not to indent, use a 6 pt spacing before each new paragraph.
- ✓ **Margins:** Maintain at least 1 inch (2.54 cm) of space on all sides (top, bottom, left, and right).

### 2. Length

- ✓ **Word Limit:** The manuscript should be between **5,000 and 6,000 words**, not including tables, figures, and references.
- ✓ **Rationale:** This word count provides sufficient depth while keeping the discussion focused.
- ✓ **Exclusions:** References, tables, and figures do not count toward the overall word limit.

### 3. Page Layout and Section Numbering

- ✓ **Paper Size:** Use *A4* dimensions (21 cm × 29.7 cm).
- ✓ **Pagination:** Number pages consecutively in the footer, aligning page numbers at the top right.
- ✓ **Section Headings:**
  - ❖ Organize major sections (e.g., Introduction, Theoretical Framework, Methods, Results, Discussion, Conclusion) using **Arabic numerals** (1, 2, 3, etc.).
  - ❖ Subsections can follow a hierarchical numbering system, for example: 2.1, 2.2, 2.2.1.
- ✓ **Mandatory Elements:** Although the journal maintains flexible formatting, all manuscripts must contain the core components needed for clarity, including (at minimum) an Abstract, Keywords, Introduction, Theoretical

Framework/Literature Review, Research Methods, Results, Discussion, Conclusions, and any Tables or Figures with captions.

Below are brief explanations of what each main section should address. You may adapt subheadings or combine sections where appropriate but ensure that all required information is included.

#### Introduction:

- ✓ Explain the **research background** in a clear and concise manner.
- ✓ Clearly **define the research problem or gap** being addressed; detail why the study is **important** or **urgent** in the context of paradiplomacy, city networks, or the relevant discipline.
- ✓ Provide a brief **literature context** to position the research within existing scholarship—avoid an exhaustive review but do cite the most relevant or recent publications.
- ✓ Clearly state **objectives** or **research questions**.
- ✓ Emphasize the **originality** or **novelty** of the research to highlight why readers should be interested.

#### Theoretical Framework/Literatur review:

- ✓ Present the **theoretical or conceptual underpinnings** that guide your study.
- ✓ Summarize key theories, models, or conceptual arguments from **primary academic sources** (e.g., peer-reviewed journals, academic books).
- ✓ Critically discuss relevant **previous studies** to highlight current scholarly debates and research gaps.
- ✓ Demonstrate how these theories and prior findings relate to your specific research questions or objectives.
- ✓ Ensure **correct in-text citation** of all references used, adhering strictly to APA Style (6th Edition or the version designated by the journal).

#### Research methods:

- ✓ Provide enough detail for **replicability**:
- ❖ Describe whether you used **qualitative**, **quantitative**, or **mixed** methods.
- ❖ Specify the **population**, **sampling technique**, and **data collection** instruments (e.g., surveys, interviews, official statistics).

- ❖ Summarize **data analysis** procedures (e.g., thematic analysis, regression models, or discourse analysis).
- ✓ If methods are already established, include only necessary **modifications** or references to the original work that explains them fully.
- ✓ Incorporate any **ethical approvals** or **consent procedures** if relevant, especially if working with human subjects.

Results and discussions:

In this **consolidated** section, authors present **empirical findings** and simultaneously **interpret** or **discuss** them. Merging these two elements can promote a smoother narrative flow, ensuring that each result is immediately accompanied by its explanatory context.

### 1. Organization

- ✓ Present results systematically. You may use a structure that follows the **research questions** or addresses **themes** identified in the literature review.

### 2. Presentation of Data

- ✓ Integrate **tables, figures, or graphs** where necessary. Label them consecutively: e.g., Table 1, Table 2, Figure 1, Figure 2, etc.
- ✓ Provide **captions** for each table or figure, and reference them in the main text (e.g., “As shown in Table 1...”).
- ✓ Use appropriate **statistical or descriptive** measures (mean, median, standard deviation, p-values, confidence intervals) for quantitative data.
- ✓ In qualitative contexts, provide **brief direct quotes** from interviews or textual data to illustrate patterns or categories, while ensuring anonymization if needed.

### 3. Interpretation and Link to Literature

- ✓ For each core finding, **immediately discuss** its implications in light of the theory or prior research from the Literature Review.
- ✓ Assess whether findings **confirm**, **challenge**, or **extend** existing frameworks in paradiplomacy or city network studies.
- ✓ If unexpected results emerge, offer potential **explanations** and suggest how these results might influence future research.

#### 4. **Practical or Policy Relevance**

- ✓ Explain how the merged results illuminate the practical operations of municipal governments, alliances, or city network coalitions.
- ✓ Discuss potential **policy** implications if applicable (e.g., for city-level foreign ministries, NGOs, or global municipal associations).

#### 5. **Limitations of the Study**

- ✓ Within the discussion, note any **methodological constraints** (sampling size, limited geographical scope, measurement issues, etc.) that may affect the generalizability of your findings.
- ✓ Acknowledge these limitations candidly, and suggest **cautious interpretation** where needed.

#### Conclusions:

- ✓ **Answer the research questions or address the study's main objectives** directly.
- ✓ **Summarize key findings concisely**, emphasizing new, significant, or transformative aspects of your work.
- ✓ **Present clear takeaways or insights** for policymaking, academic discourse, or practical applications in paradiplomacy and city network initiatives.
- ✓ **Keep the conclusion straightforward**, aiming for approximately 100 words unless your editorial board allows more.
- ✓ **Place any recommendations**—arising from the research and directly applicable to end users—immediately after the conclusion. Both the conclusion and the suggestions should be written in paragraph form and kept under 100 words.

#### Acknowledgements:

If author has any acknowledgements, please mention here. Type in brief and clear statement. Grant and contributions may acknowledge. Place acknowledgements before the funding and references, in a separate section, and not as a footnote on the title page.

#### Funding:

You are requested to identify who provided financial support for the research and/or preparation of the article and to briefly describe the sponsor(s), if any, role in the study design; data collection, analysis, and interpretation; report writing; and decision to submit the article for publication. If funding for the research has not been provided, please include the following sentence: This research received no specific funding from public, commercial, or not-for-profit funding agencies.

## References:

Citation within the text uses a bodynote.

Minimum number of references is 15 (references published last 10 years, 90% from textbooks/e-books and article journals, 10% from the secondary data).

Reference writing and Citation must use reference management software (Mendeley, Zotero, and Endnote) with APA Styles (Sixth Edition).