**Paper Title**

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**Abstract**

*Papers should be uploaded as a MS Word file for Windows. Papers are to be prepared on size A4 (297 mm x 210 mm). Font style is Times New Roman. Manuscripts are accepted in English. Any consistent spelling and punctuation styles may be used. The abstract should have a maximum of 150 words. The “Abstract” header should be typed in 12 pt, bold. The abstract text should be typed in 10 pt., italic.*

Keywords: Please do not enter more than 5 words separated.

(three lines)

**Introduction**

Papers should not exceed 6500 words including all text, figures and tables. Papers should be typed single space with 25 mm margins all round. The paper title should be typed in 16 pt, bold, capital letters and should be centred. The paper title should not exceed 2 lines in length.

Name(s) of the author(s) should be typed below the title in 12pt in bold, only initials are in capital. The affiliation of the author(s), including e-mail address(es) in 11 pt, should be centred and written under each name.

**Paragraphs and Headings**

Body text should be typed in 11 pt. Text should be both left and right justified. Paragraphs should not be indented. There should be one blank line between paragraphs. First-order headings should be typed in 12 pt, in bold with only the first letters capital. One blank line should be left above and below first-order headings.

*Second-Order Headings*

Second-order headings should be typed in 12pt and italic with only the first letters capital. One blank line should be left above and below second-order headings.

**Figures**

All graphic elements (graphics, line drawings, photos) should be referred as “figures” and should be numbered consecutively. Please position figures within the text as close as possible to where they are first referenced. All graphs, figures, photographs, diagrams etc, must be included within the single file.

**Tables**

Please place all tables as close as possible to where they are first referenced. Number tables consecutively with Arabic numerals (Table 1, Table 2).

The preferred style is as shown below. Please leave two blank lines after tables.

**Table 1. An example of table layout is below. All the information necessary for the reading of the table will be in the caption text. Please leave a blank line after the caption.**

|  |  |  |
| --- | --- | --- |
| Heading 1 | Heading 2 (%) | Heading 3 ($US) |
| A | 20 | 100 |
| B | 50 | 200 |

Source: typed in 10 pt.

**Acknowledgements**

If included, acknowledgments should appear before the list of references. Please acknowledge any funding or grants supporting the research here.

(2 lines)

**References**

Any consistent referencing style can be used. However, for in-text referencing we recommend Harvard and for footnote referencing we recommend AGLC.

1. Corresponding author. [↑](#footnote-ref-1)