

Guidelines for Authors

Format of the working paper

Title page

Content

List of Table

List of Figures

Acronyms

Abstract

Body of the manuscript

References

- **Words limit and Front:**

No word limit for the working paper

Front style -Calibri

Front size - 12 if specifically, not mentioned

- **Title page:**

Title – Front size 14 – Bold –Centered

Capitalize first letter of each word in the title

Authors' name/s, email address, (11 point and should be centered) should be included in the title page. Please place an asterisk mark after the name of the corresponding author. Please provide contact number of the corresponding author.

Acknowledgement- Based on necessity. Front size- 11- Italic

- **Acronyms:**

All acronyms/ abbreviations should be written in full at the first appearance

- **Abstract:**

Abstract should be limited to one page. Font size is 12/ single spaced/ in italics.

- **Keywords:**

Maximum of five key words, arranged in the alphabetical order, below the abstract. Keywords should be Italic and front size is 11.

- **Body of the manuscript:**

All manuscripts should be written in English (UK style)

In order to achieve graphical consistency manuscript should be written using Microsoft Word. It should be A4 size paper with margin 1 inches on all sides. The body of the manuscript should be justified. Line space 1.5

Topics: Capitalize first letter of each word in the main topics and sub topics

Main topic- Front size 14-Bold- Align left

Sub topic- Front size 12-Bold-Align left

- **Tables, Figures and Images:**

All the Tables, Images and Figures should be centered and title should be bolded . Capitalize first letter of each word in the title of the Tables, Figures and Images.

Tables should also be numbered sequentially using Arabic numbers and the Table caption should be placed at the top.

Figures and Images should be numbered sequentially using Arabic numbers. Figure and Images captions should be placed under the Figure or Image.

- **Illustrations:**

Line drawings and photographs, if any, should be clear, properly numbered and captioned and ready for reproduction (editable format). Lines of maps, artwork, and illustrations should be of appropriate thickness.

- **References:**

References that have been cited (Auhtors, Year) in the full text should be prepared in the format of APA 6th version

- **Submission:**

Authors can submit their papers online

For any information please contact

Chief Editor

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