**STYLE GUIDE FOR SUBMITTING PAPERS TO ICABEC 2020 (12 pt, Times New Roman)**

**Author1, Author2 & Author3** (10 pt)  
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**ABSTRACT**  
 *This is a full paper template for ICABEC 2020 which will be held from 16 – 17 December 2020 by Universiti Malaysia Terengganu. The abstract should be approximately around 250 words, italicized, in 10 point Times New Roman. Please leave two spaces between the Abstract and the heading of your first section. Please save your paper as a Microsoft Word PC format.*

**KEYWORDS:** Please include relevant keywords in the manuscript. A maximum of 5 keywords only.

**1. INTRODUCTION**

There are few points described in this paper regarding the style guide for paper submission for ICABEC.

**2. OVERVIEW**

Papers should be written in English. The base font is Times New Roman. Type the title in bold type. Body text size is 10 pt. Body text immediately after a heading is not indented.

New paragraphs in the body text start with a 0.25 cm indentation. Single line spacing is used and the text should be evenly justified.

**3. PAGE LIMIT**

Papers submitted to ICABEC should not exceed **TEN (10)** pages.

**4. SECTION NUMBERING**

Section headings are numbered using the following scheme:

1. Level 1 heading (10 pt)
   1. *Level 2 heading (10 pt)*

*1.1.1 Level 3 heading (10 pt)*

There should be one single-spaced (10 pt) line between a section heading and the subsequent text.

**5. PAGE SETUP**

The top margin (2.5 cm), bottom (2.5 cm), left (3.0 cm); and right (2.5 cm). Papers should be printed on A4 size paper (21 x 29.7 cm). Notably, the use of footnotes is not encouraged. Try to integrate footnote information into the text.

**6. HEADERS AND FOOTERS**

There are no headers, footers or page numbers. These will be added when publishing the collection of papers later.

**7. TABLES**

Use 10 pt for Tables as shown in Table 1. Figures and tables should be placed as close as possible to where they are cited.

**Table 1: Tourist Arrivals (in Million)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 2010 | 2011 | 2012 | 2013 |
| Malaysia | 7.5 | 4.0 | 3.7 | 6.4 |
| Thailand | 1.7 | 3.4 | 1.7 | 4.1 |
| Vietnam | 7.2 | 5.1 | 10.7 | 7.1 |
| Singapore | 7.7 | 4.0 | 7.6 | 6.2 |

Source: Southeast Asia Group (2014)

**8. EQUATIONS**

All equations must be centered and consecutively numbered. Displayed should be numbered simply as (1), (2) and so on. The numbers should appear at the right of the line in parentheses as follows:

*ln*UEt = *f (*lnM2t)

**9. FIGURES**

There should be at least one single-spaced (10 pt) line between the figure and the surrounding text. Black and white or grayscale figures are preferred. All photographs should be positioned in the body of the paper and must be properly sized. Photographs should be sampled using 300 dpi (dots per inch).

**ACKNOWLEDGEMENTS**

Any acknowledgement should be made before the reference section.

**REFERENCES**

The proceedings of ICABEC follows the reference format of **American Psychological Association (APA)** style. The following are examples of proper form of APA style and for further details, please visit [www.apastyle.org/](http://www.apastyle.org/).

Journal articles

Rashid, M.A., Shariman, A.C. & Lennon, P.A. (2016). Green destination models. *Journal of Sustainable Tourism Development*, 10(2), 300-320.

Books

Mahmud, D. (2016). *E*xperimental Methods in Social Science. London: Routledge.

From online source

Banks, J. D. (2017). Destination loyalty measures: A comprehensive review. Journal of Tourism. 41(11/12): 110-125. doi:10.1111/02030250711221151

**Author’s Biography**

The first paragraph may contain brief description about the author. Next, the author’s educational background is listed. The degrees should be listed with types of degree, field, institution, city, and country. The author’s research interest can also be highlighted.