**TYPESCRIPT**

It is suggested that all papers be separated into the following sections: ABSTRACT, INTRODUCTION, MATERIALS and METHODS, RESULTS/AND DISCUSSION, ACKNOWLEDGEMENTS (if any), and REFERENCES (ABSTRAK the Malay Language translation of the Abstract should be carried out by the corresponding or main author; only in the case of foreign submissions will this translation be carried out by this Journal), INTRODUCTION, MATERIALS and METHODS, RESULTS/AND Capitalize all section titles and align them to the left. Subheadings should be typed in lowercase and flushed to the left as well. Two spaces below the section title should be typed the text. The results should be given in either table or figure format, but not both unless absolutely necessary. Captions should be written above or below the table or figure.

In general, the document should be ordered in the following order:

Title: Short and to-the-point, typed in capital and lowercase letters, bolded, and centred.

Author(s)' name(s): Bold, italicised, and centred text in uppercase and lowercase letters.

Present address(es): centred and typed in uppercase and lowercase letters. For authors, e-mail addresses are not suggested, but are necessary for the corresponding author.

When read in isolation, the abstract (Abstrak) should be informative, short, and clear in 200 to 300 words. The words ABSTRACT and ABSTRAK should be bold and italicised. An abstract and title in English are required for papers written in Malay and Arabic.

Keywords (Kata kunci): Five or six terms that reflect the paper's overall concepts should be chosen as keywords. Keywords and Kata kunci are two terms that are used interchangeably.

**BIBLIOGRAPHICAL REFERENCES**

The list of references should be alphabetized by the first author's surname. Publication(s) in the same year by the same author(s) should be noted as 2000a, 2000b, and so on. Journal titles should be capitalised and referenced in full. The numbers for the volume and issue should be bold.

Except when the author is specified, e.g., and the study of Ross and Ross (1990) and Salisbury et al. (1995), references listed in the text should be included in parenthesis, e.g. (Mohammad 1992: Musa and Hassan 1993; Ho et al. 1994).

For journal, book, book chapter, report, proceeding, thesis and dissertation, patent, standard, and related documents from the internet, a unique system must be followed for example:

**Journal citation:**Ali, A. M., Hamid, M. & Yusoff, K. 1996. Production of monoclonal antibodies against Newcastle disease virus. Asia Pacific Journal of Molecular and Biotechnology 4:236-242.

**Book:**Airey, D. 2010. Logo design love: A guide to creating iconic brand identities. Berkeley: New Riders.

Lateh, H.M. 2018. Undang-undang Tubuh Kerajaan Johor 1312H/1895. Bangi: Penerbit Universiti Kebangsaan Malaysia.

Marzano, R. J., & Marzano, J. S. 1988. A cluster approach to elementary vocabulary instruction. Newark, DE: International Reading Association.

American Psychological Association. 2010. Concise rules of APA style (6th ed.). Washington, DC: Author.

**Book chapter:**Ahmad, B., Hashim, Z., Wood, A. K., Mat, N. & Rashid, M. K. A. R. 2002. Speciations of organochlorine pesticides in sediment of coastal water of the Muda rice granary area. p. 141-52. In. B. M. Nashriyah, N. K. Ho, B. S. Ismail, A. B. Ali, K. Y. Lum & M. B. Mansor (eds.), Sustainable Rice Production in Malaysia Beyond 2000. (pp. 39-50). Malaysia: MINT-MADA.

Hawthorne, J., Kelsch, A., & Steen, T. 2010. Making general education matter: Structures and strategies. In. C. M. Wehlburg (Ed.), Integrated general education (2nd ed.) (pp.23-34). San Francisco, CA: Jossey-Bass.

**Proceedings:**Zakaria, M. B.,Jais, M. J., Wan-Yaacob Ahmad, Mohd Rafidi Othman & Zainal Abidin Harahap. 2002. Penurunan kekeruhan EIMS oleh koagulan konvensional dan kitosan. In. Prosiding Seminar Kimia Bersama UKM ITB. 16-17 July 2002, Melaka, Malaysia. p. 487-492.

**Presentations:**Mat B. Zakaria & Md. Pauzi Abdullah. 1996. Potential of chitosan in the food industries. Presented at First National Technology Connection Seminar. 14-15 November 1996, Kuala Lumpur, Malaysia. 7 pp.

**Report:**Nashriyah Mat & Norimah Yusof. 2005. Analysis of Prawn Tissue Samples Derived from Mini Study on the Impact of Coal Dust to Prawn Fry. **MINT/L/2005/38(S)**(Research Project Agreement MINT-TNBJ: Code No: **UPP/2005/(03)).**Malaysian Nuclear Agency, Bangi, Kajang, Selangor, Malaysia. 108 pp.

**Thesis and Dissertation:**

Embong, R. 2011. The concept of Islamic integrated curriculum and its implications on Islamic schools in Malaysia. Ph.D Thesis, International Islamic University Malaysia, Kuliyyah of Education, Gombak, Malaysia.

**Patent:**Andress, Jr. H. J. 1974. German Patent 2, 413, October.

**Standard:**Japanese Industrial Standard. 1975. Method of Ultrasonic Manual Testing and Classification of Test Results for Welds, JIS Z 3060.

**Internet:**JAIF, Inc. 2004. 6thFNCA Coordinators Meeting in Japan, [http://www.fnca.jp](http://www.fnca.jp/), retrieved 1stJune 2005.

The reference list must include all sources cited in the text. Similarly, every reference in the reference list must be cited in the text. If required, the editor reserves the right to remove the missing and incomplete references, as well as the relevant material. References lacking page numbers are considered incomplete.

**Personal communications and websites**

References to personal communications should be kept to a very minimum and only be mentioned in the text in the following form: (Muhammad, pers. comm.). References to websites is allowed only with the approval of the Chief Editor.

**Tables**

Authors should observe the limitations as set by the **Journal**s size and layout, and avoid large tables. Each table should be numbered consecutively (Table 1, Table 2, etc.), and typed double-spaced on a separate page. Each table should be provided with concise and self-explanatory title in lower case above the table, and must contain horizontal lines only (above and below column headings and at the end of the table). Avoid usage of abbreviations; necessary usage of abbreviations must be clearly explained in the text (including the ABSTRACT and ABSTRAK) when mentioned the first time. Large data sets should be presented in two or more tables for clarity.

**Figures and photos**

Figures and images must be identified as such (Fig.). Figures should be drawn on a separate piece of paper if necessary, and each figure should be softly labelled in pencil on the back. Unless the figures are unique, meaning they can be easily changed with Microsoft Word, cut and paste should be avoided. All figure captions should be typed in lowercase, double-spaced, underneath the figure. Illustrations should be numbered in the order in which they appear in the text. Each illustration should be referenced in the text. Figures are not permitted to have a border (box).

Photographs (high-resolution black-and-white, glossy print type with good contrast) should be sent in two copies, each with magnification (if any). Colored slides will not be printed unless they are in black and white, so think again about submitting them. Requests for colour publication will be considered on a case-by-case basis and will be subject to author payment in advance. Color figures can be published in the online version of JAB, but only in black and white in the printed version unless the author pays the required fee.

**Acknowledgements**

This should be included whenever it is deemed appropriate, as a separate section before the Reference index section.