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4 Affiliation, Organisation, City, Country 10AN

\* Corresponding Author

(If all authors from same institute, suffice for First affiliation only)

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Email of All Authors: In one row 8AN

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**Abstract** 10AN

9AN (100 words max.) **Abstract exceeding 100 words will be rejected.**

Keywords: 9 AN (Max. 4 keywords)

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**Paper length to be 3,000 – 3,500 words (excluding 1 page References)**

**Paper will be rejected if below 3,000 or exceeds 3,500 words.**

**1.0 Introduction 11AN Bold**

Here, introduce the paper, and put a nome­nclature if necessary, in a box with the same font size as the rest of the paper. The paragraphs continue from here and are only separated by headings, subheadings, images and formulae. **Please do not alter the formatting and style layouts** which have been set up in this template document. Do not number pages as page numbers will be added separately for the preprints and the Proceedings. 10AN

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**Nomenclature** 9 AN

A radius of

B position of

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*1.1 Structure 10AN Italic*

Files must be in **MS WORDS** only and should be formatted for direct printing. Figures and tables should be embedded and not supplied separately. 10AN

Please make sure that you use as much as possible normal fonts in your documents. Special fonts, such as fonts used in the Far East (Japanese, Chinese, Korean, etc.) may cause problems during processing. To avoid unnecessary errors you are strongly advised to use the ‘spellchecker’ function of MS Word. Follow this order when typing manuscripts: Title, Authors, Affiliations, Abstract, Keywords, Main text (including figures and tables), Acknowledgements, References, Appendix. Collate acknowledgements in a separate section at the end of the article and do not include them on the title page, as a footnote to the title or otherwise.

Bulleted lists may be included and should look like this:

First point

Second point

And so on….

10AN space

*1.2 Tables*

All tables should be numbered with Arabic numerals. Every table should have a caption. Headings should be placed above tables, left justified. Only horizontal lines should be used within a table, to distinguish the column headings from the body of the table, and immediately above and below the table. Tables must be embedded into the text and not supplied separately. Below is an example which the authors may find useful.

Table 1. An example of a table9AN

|  |  |  |
| --- | --- | --- |
| An example of a column heading 8AN | Column A (*t*) | Column B (*t*) |
| And an entry | 1 | 2 |
| And another entry | 3 | 4 |
| And another entry | 5 | 6 |

*(Source:) 8AN Italic*

10AN space

*1.3 Construction of references*

References must be listed at the end of the paper. Do not begin them on a new page unless this is absolutely necessary. Authors should ensure that every reference in the text appears in the list of references and vice versa

Some examples of how your references should be listed are given at the end of this template in the ‘References’ section, which will allow you to assemble your reference list according to the correct format and font size.

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*1.4 Section headings*

Section headings should be left justified, bold, with the first letter capitalized and numbered consecutively, starting with the Introduction. Sub-section headings should be in capital and lower-case italic letters, numbered 1.1, 1.2, etc, and left justified, with second and subsequent lines indented. All headings should have a minimum of three text lines after them before a page or column break. Ensure the text area is not blank except for the last page.

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*1.5 General guidelines for the preparation of your text*

Avoid hyphenation at the end of a line. Symbols denoting vectors and matrices should be indicated in bold type. Scalar variable names should normally be expressed using italics. Weights and measures should be expressed in SI units. All non-standard abbreviations or symbols must be defined when first mentioned, or a glossary provided.

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*1.6 Footnotes*

Footnotes should be avoided if possible. Necessary footnotes should be denoted in the text by consecutive superscript letters[[1]](#footnote-1)1. The footnotes should be typed single spaced, and in smaller type size (8 pt), at the foot of the page in which they are mentioned, and separated from the main text by a one line space extending at the foot of the column.

Please do not change the margins of the template as this can result in the footnote falling outside printing range.

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*1.7 Illustrations*

All figures should be numbered with Arabic numerals (1, 2, 3…). Every figure should have a caption. All photographs, schemas, graphs and diagrams are to be referred to as figures. Line drawings should be good quality scans or true electronic output. Low-quality scans are not acceptable. Figures must be embedded into the text and not supplied separately. In MS word input the figures must be properly coded. Preferred format of figures are PNG, JPEG, GIF etc. Lettering and symbols should be clearly defined either in the caption or in a legend provided as part of the figure. Figures should be placed at the top or bottom of a page wherever possible, as close as possible to the first reference to them in the paper. Please ensure that all the figures are of 300 DPI resolutions as this will facilitate good output.

The figure number and caption should be typed below the illustration in 8 pt and middle justified.If two images fit next to each other, these may be placed next to each other to save space. For example, see Fig. 1 and Fig. 2 below.

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**Illustration**All fonts to be 8 AN

Fig. 1: Illustration 9AN

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**2nd Illustration**All fonts to be 8 AN

**1st Illustration**All fonts to be 8 AN

(a) (b) 8AN

Fig. 2. (a) First illustration; (b) Second illustration. 9AN

*(Source:) 8AN Italic*

10AN space

Table 1: Illustration 9AN

*(Source:) 8AN Italic*

**Illustration**All fonts to be 8 AN

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**1.8 Equations**

Equations and formulae should be typed in Mathtype, and numbered consecutively with Arabic numerals in parentheses on the right hand side of the page (if referred to explicitly in the text). They should also be separated from the surrounding text by one space.

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** (1)

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**Acknowledgements 11AN Bold**

Acknowledge the body which funded your study.10AN

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**Paper Contribution to Related Field of Study11AN Bold**

State the contribution of this paper in relation to the field of study 10AN

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**References 11AN Bold (Max 1 page)**

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Bishop, K., & Said, I., (2017). Challenges of Participatory Qualitative Research in a Malaysian and Australian Hospital. [*Asian Journal of Environment-Behaviour Studies*](http://www.myjurnal.my/public/browse-journal-view.php?id=278)*, 2*(4), 1-11. 8AN

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Mettam, G. R., & Adams, L. B. (1999). How to prepare an electronic version of your article. In B. S. Jones & R. Z. Smith (Eds.), *Introduction to the electronic age* (pp. 281–304). New York: E-Publishing Inc.

**APA style of citation to be used**

Paper length to be between 3,000 – 3,500 words.

A typical full paper should be as follows:-

**Abstract**

1. **Introduction**

*1.1*

*1.2*

1. **Literature Review**

*2.1*

*2.2*

1. **Methodology**

*3.1*

*3.2*

1. **Findings**

*4.1*

*4.2*

1. **Discussion**

*5.1*

*5.2*

1. **Conclusion& Recommendations**

**Acknowledgement**

**Paper Contribution to Related Field of Study**

**References** *(Max 1 page)*

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1. 1 Footnote text. [↑](#footnote-ref-1)