

FORMAT OF FULL PAPER

Title of the Paper (14pt, Times New Roman, Bold, Centered in A Single Column, Maximum 15 Words in Length)

Authors' Names (Sentence case, 11pt, Times New Roman, Centered)
Department (if applicable) (11pt, Times New Roman, Centered)
Organization /University (11pt Times New Roman Centered) Address (11pt Times New Roman, Centered)
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Abstract

Every submission of research article must begin with an abstract of a maximum of 150 words, followed by a set of keywords. The abstract should be a concise and clear presentation of the contents of paper. It should be understandable by the general reader and it should contain minimum of acronyms and jargons. The abstract should state the problem and the purpose of the paper, the research approach followed, and also the results and conclusions. The abstract should be limited to one paragraph. Avoid citing references in the abstract. Use Microsoft Word for windows. Use single space and double - column format for the paper after the Key- Words. 11pt, Times New Roman.

Keywords-: leave one blank line after the abstract and indicate key words. (3-5 words) Key words should clearly describe the subject matter of the paper.

1. INTRODUCTION

The introduction of the paper may contain the **problem, objective/s, previous work**, and the **contribution** of the paper. Formatting the research paper correctly will help to save the time and cost, which consequently ensures timely publication of papers. Papers not follow guidelines for formatting will not be accepted. The author should ensure that the paper is complete, grammatically correct and free from spelling mistakes. It is noted that English (USA) is accepted. Use single space and 11pt, Times New Roman.

2. METHODS

Research methodology used to include research approach, sample, data

collection and analysis, measures should be included in this section. Leave one blank line between successive sections as in this document. Use single space and 11pt, Times New Roman, double -column format.

3.RESULTS

This section is for reporting the results of the research. Use single space and 11pt, Times New Roman, double -column format.

4.DISCUSSION

Include here the discussion on findings of the research. Use single space and 11pt, Times New Roman, double -column format.

5.CONCLUSION

This last section before references is for conclusion of the research. Use single space and 11pt, Times New Roman, double -column format.

APPENDIX

Tables and Figures should appear in this section as per the order there being introduced in the main text. Use single space and 10pt, Times New Roman, Single -column format.

REFERENCES

References should be in compliance with APA Method. Use single space and 11pt, Times New Roman, double -column format.