

Guideline for Preparing Manuscript

Types of paper

1. Original research papers. Research articles which have not been published previously, except in a preliminary form, may be submitted as regular papers/original research papers. The word limit is 8000 words (but not restricted), excluding Tables, Figures and Reference.
2. Review papers. Review papers exist for the expression of opinions, and allows authors to submit material which may not be appropriate for original research articles but which contains ideas worthy of publication, which include letter from editor or letter to editor
3. Reports. The Reports section consists of brief factual summaries of research and reports from institutions. Reports and Review Papers should comprise 500-5000 words.
4. Book reviews and conference reports. Book reviews should comprise 800-2000 words and conference reports 1000-2500 words.
5. Forthcoming meetings. Notices of forthcoming meetings for listing in the Calendar section are welcomed. Entries must be received at least three months before publication.
6. Special Section: Section that invites original research papers and article reviews for specific themes. A special section enables us to publish papers focusing on specific themes, often related to a "hot topic"

Guideline for Online Submission

After this submission, Authors who submit the manuscript will get a confirmation email about the submission. Therefore, Authors are able to track their submission status at anytime by logging in to the online submission interface. The submission tracking includes status of manuscript review and editorial process.

Formatting requirements

There are no strict formatting requirements but all manuscripts must contain the essential elements needed to convey your manuscript, for example Abstract, Keywords, Introduction, Materials and Methods, Results, Conclusions, Artwork and Tables with Captions.

If your article includes any Videos and/or other Supplementary material, this should be included in your initial submission for peer review purposes.

Divide the article into clearly defined sections.

Preparing manuscript

Manuscript should be typed using word processors (preferably Microsoft Word) software. Please keep the words accounts as short as possible. Keep the layout of the text as simple as possible as well

Manuscript submitted to this journal should follow the heading below, except for the review article: *Title; Authors Name; Authors Affiliation; Abstract; Keywords; Introduction; Materials and Methods; Results and Discussion; Conclusions; Acknowledgments; and References.*

Title : This is your opportunity to attract the reader's attention. Remember that readers are the potential authors who will cite your article. Identify the main issue of the paper. Begin with the subject of the paper. The title should be accurate, unambiguous, specific, and complete. Do not contain infrequently-used abbreviations.

Article structure

Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract is not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to 'the text'. Any subsection may be given a brief heading. Each heading should appear on its own separate line.

Authors Name and Affiliations

Write Author(s) names without title and professional positions such as Prof, Dr, Production Manager, etc. Do not abbreviate your last/family name. Always give your First and Last names. If you have one word name such as Isehu, write Isehu Isehu. Write clear affiliation of all Authors. Affiliation includes: name of department/unit, (faculty), name of university, address, country.

Please indicate Corresponding Author (include email address) behind the name.
Author addresses are superscripted by numerals and centered over both columns of manuscripts.

Abstract

The abstract should be clear, concise, and descriptive. This abstract should provide a brief introduction to the problem, objective of paper, followed by a statement regarding the methodology and a brief summary of results. The abstract should end with a comment on the significance of the results or a brief conclusion. Abstracts are preferably not more than 300 words.

Keywords:

Maximum of 8 keywords separated by semicolon (;), crucial to the appropriate indexing of the papers, are to be given. e.g: policy; ecology conservation; economics; interest.

Introduction

The introduction part (recommended length: 500-1000 words) gives the reader an enticing glimpse of what is to come. It must grab the reader's attention by stimulating attention, interest, desire and action. In other words, the introduction must effectively "sell" the manuscript. The introduction generally consists of: a broad statement about theme or topic of the study; summary of available literatures and cites the most important studies that are relevant to the current research; statement about controversies, gaps, inconsistencies in the literature that the current study will address; statement about problems/questions to be addressed in the study or objectives of the study. You can also state at the end of introduction outline of the structure of the rest of the article.

Materials and Methods

Materials and methods section describes materials used in research and steps followed in the execution of the study. A brief justification for the method used is also stated so the readers can evaluate the appropriateness of the method, reliability and validity of the results.

Results (Separation or combination of Results and Discussion section is accepted)

Results should be clear and concise. The results should summarize (scientific) findings rather than providing data in great detail. Please highlight differences between your results or findings and the previous publications by other researchers.

The discussion should explore the significance of the results of the work, not repeat them. Separation or combination of Results and Discussion section is accepted. Avoid extensive citations and discussion of published literature.

In discussion, it is the most important section of your article. Here you get the chance to sell your data. Make the discussion corresponding to the results, but do not reiterate the results. Often should begin with a brief summary of the main scientific findings (not experimental results). The following components should be covered in discussion: How do your results relate to the original question or objectives outlined in the Introduction section (what)? Do you provide interpretation scientifically for each of your results or findings presented (why)? Are your results consistent with what other investigators have reported (what else)? Or are there any differences?

Tables and Figures

All figures and tables should be cited in the main text as Figure 1, Table 1, etc.

Tables are sequentially numbered with the table title and number above the table. Tables should be centered in the column OR on the page. Tables should be followed by a line space. Elements of a table should be single-spaced, however double spacing can be used to show groupings of data or to separate parts within the table. Tables are referred in the text by the table number. eg: Table 1. Do not show vertical line in the table. There is only horizontal line should be shown within the table.

Figures are sequentially numbered commencing at 1 with the figure title and number below the figure as shown in Figure 1. Detailed recommendations for figures are as follows:

Ensure that figures are clear and legible with typed letterings.

Black & white or colored figures are allowed.

Hard copy illustrations should, preferably, be scanned and included in the electronic version of the submission in an appropriate format

Equations

Equations should be numbered serially within parentheses as shown in Equation (1). Equation should be prepared using MS Equation Editor (not in image format). The equation number is to be placed at the extreme right side.

Units, Abbreviations and Symbols

Metric units are preferred. Define abbreviations and symbols at the first time as they are introduced in the text.

Conclusions

Conclusions should answer the objectives of research. Tells how your work advances the field from the present state of knowledge. Without clear Conclusions, reviewers and readers will find it difficult to judge the work, and whether or not it merits publication in the journal. Do not repeat the Abstract, or just list experimental results. Provide a clear scientific justification for your work, and indicate possible applications and extensions. You should also suggest future works and/or policy implication.

Acknowledgment

Recognize those who helped in the research, especially funding supporter of your research. Include individuals who have assisted you in your study: Advisors, Financial supporters, or may other supporter i.e. Proofreaders, Typists, and Suppliers who may have given materials.

Footnotes

Footnotes should be used sparingly. Number them consecutively throughout the article. Many word processors can build footnotes into the text, and this feature may be used. Otherwise, please indicate the position of footnotes in the text and list the footnotes themselves separately at the end of the article. Do not include footnotes in the Reference list.

Appendix A

The appendix is an optional section that can contain details and data supplemental to the main text. For example, explanations of experimental details that would disrupt the flow of the main text, but nonetheless remain crucial to understanding and reproducing the research shown; figures of replicates for experiments of which representative data is shown in the main text can be added here if brief, or as Supplementary data. Mathematical proofs of results not central to the paper can be added as an appendix.

Appendix B

All appendix sections must be cited in the main text. In the appendixes, Figures, Tables, *etc.* should be labeled starting with 'A', e.g., Figure A1, Figure A2, *etc.*

References

There are no strict requirements on reference formatting at submission, but we encouraging to use APA citation output. References can be in any style or format as long as the style is consistent. Where applicable, author(s) name(s), journal title/book title, chapter title/article title, year of publication, volume number/book chapter and the pagination must be present. Use of DOI is highly encouraged. The reference style used by the journal will be applied to the accepted article by Editor at the proof stage. Note that missing data will be highlighted at proof stage for the author to correct.

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. Please use Reference Manager Applications like EndNote, Mendeley, Zotero, *etc.* Use other published articles in the same journal as models.

All publications cited in the text should be included as a list of references. References are listed alphabetically. Please ensure that every reference cited in the text is also present in the reference list (and vice versa).

References in the text should be in full if they have one or two authors (e.g.: Jusoff, 2013; Jusoff and Arsyad, 2013); in the case of more than three or multiple authors they should be cited as Jusoff et al. (2013) or (Jusoff et al., 2013). Full References should be provided in the References section.

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