Manuscript Preparation

These instructions are written in a form that satisfies all of the formatting requirements for the author manuscript. Please use them as a template in preparing your manuscript. Authors must take special care to follow these instructions concerning margins. The basic instructions are simple:

- · Manuscript shall be formatted for an A4 size page.
- The top, left and right margins shall be 30 mm.
- The bottom margin shall be 25 mm.
- The text shall have both the left and right margins justified.

Structure

The manuscript should be organized in the following order: Title of the paper, Authors' names and affiliation, Abstract, Key Words, Introduction, Body of the paper (in sequential headings), Conclusion, Acknowledgements (where applicable), References, and Appendices (where applicable).

A. The Title

The title is centered on the page and is CAPITALIZED AND SET IN BOLDFACE (font size 12 pt). It should adequately describe the content of the paper.

B. Author's Name and Affiliation

The author's name(s) follows the title and is also centered on the page (font size 12 pt). A blank line is required between the title and the author's name(s). Last names should be spelled out in full and succeeded by author's initials. The author's affiliation, complete mailing address, and e-mail address (all in font size 12 pt) are provided below.

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