Title of Manuscript (Times New Roman 14)

AUTHOR 1 (TNR12)

*Affiliation (e.g. School of Languages, Literacies and Translation)* *(TNR11 italics)*

*University (e.g. Universiti Sains Malaysia) (TNR11 italics)*

*e-mail (e.g.* *IJoLLT@usm.my) (TNR11 italics)*

AUTHOR 2 (TNR 12)

*Affiliation (TNR 11 italics)*

*University (TNR 11 italics)*

*e-mail (TNR11 italics)*

NOTE: Please indicate the corresponding author by writing “(corresponding author)” next to their name.

ABSTRACT (TNR11)

*Provide an abstract of your manuscript which includes a general statement highlighting the importance of your topic. Please also include a brief introduction, objective, method, findings and conclusion. Remember not to exceed 300 words. Use single spacing. (TNR 10)*

*Keywords: (List a maximum of 5 keywords here in alphabetical order.) (TNR 10)*

HEADING (TNR12)

Use only Times New Roman throughout the manuscript. The first paragraph should not be indented. Use single spacing here.

For following paragraph, indent 5 spaces as shown here. For following paragraph, indent 5 spaces as shown here. For following paragraph, indent 5 spaces as shown here. For following paragraph, indent 5 spaces as shown here. For following paragraph, indent 5 spaces as shown here.

Indent quotation that takes more than 40 words as shown here. Use TNR 10 as your font size. Indent quotation that takes more than 40 words as shown here. Use TNR 10 as your font size. Indent quotation that takes more than 40 words as shown here. Use TNR 10 as your font size. Indent quotation that takes more than 40 words as shown here. Use TNR 10 as your font size. Indent quotation that takes more than 40 words as shown here. Use TNR 10 as your font size.

Do not use numbers or alphabets for headings and sub-headings (*Example: A. Introduction 1. Body)*. Use the following style for headings and sub-headings

USE THIS STYLE FOR LEVEL TWO HEADINGS (TNR10)

USE THIS STYLE FOR LEVEL THREE HEADINGS (TNR8)

**Include tables and figures in the manuscript**

[Use Times New Roman, font size 9 for **(**Table 1, Figure 1) and alsofor labels **–** Example is shown below]

 Table 1

 *Simple Example of a Table*

|  |  |  |
| --- | --- | --- |
| Heading | Heading | Heading |
|  |  |  |
|  |  |  |



*Figure 1*: Example

ACKNOWLEDGEMENT (TNR10)

Place any acknowledgement here. Example: This work was supported by the Research Fund provided by xxxxxxxxxx.

Avoid identifying any of the authors prior to the review. Replace instances where name of authors appear with ‘author’

REFERENCES (TNR12)

References should follow American Psychological Association (APA) citation Style as shown in few examples below.

**Online Journal Article**

Kenneth, I. A. (2000). A Buddhist response to the nature of human rights. *Journal of Buddhist ethics,* 8. Retrieved from http://www.cac.psu.edu/jbe/twocont.html

Wheeler, D.P., & Bragin, M. (2007). Bringing it all back home: Social work and the challenge of returning veterans. *Health and Social Work, 32,* 297-300. Retrieved from http://www.naswpressonline.org

**Single author book:**

Franks, A. (2005). *Margaret Sanger's eugenic legacy: The control of female fertility.* Jefferson, NC: McFarland & Company.

**Two/multiple authors books:**

Johnson, N. G., Roberts, M. C., & Worell, J. (Eds.). (1999). *Beyond appearance: A new look at*

*adolescent girls*. Washington, DC: American Psychological Association

**Chapter in a book:**

Upadhya, C. (2008). Rewriting the Code: Software Professionals and the Reconstitution of

Indian Middle Class Identity.

**Online books:**

James,H (2009). *The ambassadors*. Retrieved from http://books.google.comvvv

**Online sources**

Browning, T. (1993). *A brief historical survey of women writers of science fiction*. Retrieved from http://www.cwrl.utexas.edu/~tonya/Tonya/sf/history.html