

Manuscript Submission Guide

Last Update: October 15, 2026

Submission confirms that the manuscript has not been published in a scholarly journal, is not under consideration elsewhere, and has been approved by all authors. Preprints, theses, and prior conference presentations are permitted, provided any previous dissemination is disclosed. After publication, authors should update preprint records with the article DOI and a link to the published version of record.

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Submissions are screened for plagiarism using iThenticate or Turnitin and editorial review. Suspected research or publication misconduct is assessed under the journal's publication ethics policy.

The editors may make editorial changes, but authors will receive proofs for approval before publication. For questions, please contact the journal editor.

1. Paper Selection Process

- a. Upon receipt of the manuscript, the editor will send an acknowledgment to the corresponding author.
- b. The double-anonymous peer review process typically takes 4-10 weeks.
- c. The corresponding author will be notified by email of the editorial decision and, if the manuscript is accepted, the expected publication date. Authors will be asked to confirm their agreement with the proposed publication arrangements.
- d. Authors must revise and format their manuscripts according to the journal's requirements.
- e. All journals are published online only, with no print editions. Published articles are immediately available for free access and download from the journal website.

2. General Requirements

2.1 Language

Manuscripts must be written in English, using either American or British English consistently. Use decimal points and spaces as thousands separators (e.g., 10 000).

2.2 Manuscript Length

Manuscripts of 3,000–8,000 words are preferred, although length may vary according to article type and research content.

2.3 Page setup

Page size: US Letter

Margins: 2.54 cm or 1 inch on all sides

Pages should be numbered.

Manuscripts should be clearly formatted and complete. The journal's template is required for accepted manuscripts.

3. Title Page and Author Statements

The title page should be submitted separately from the anonymized manuscript. The manuscript prepared for peer review must not contain identifying author information.

This document includes three sections: Title Page, Suggested Reviewers, and Author Statement. If submitting through the online submission system, please upload this document as a supplementary file.

The title page should include the following information in order:

3.1 Title

Times New Roman; 20 pt; double-spaced; centered; paragraph spacing: 1 line before and after

The title should be concise, informative, and accurately reflect the content of the manuscript. Avoid unnecessary abbreviations.

3.2 Author Names and Affiliations

Authors must provide their full names, with given names preceding family names. Affiliations should identify the institution where the research was conducted and include the department, institution, city, and country.

3.3 Corresponding Author

One author must be designated as the corresponding author and be responsible for communication with the journal during submission, peer review, publication, and afterward. The corresponding author's email address must be provided.

3.4 Author Statements

At submission, authors must disclose all material ethics, funding, competing-interest, data, and AI/SI use information. Confirmation of approval of the final Version of Record is obtained after proof review and before publication.

4. General Rules for Text

Apply the following formatting to all text except the title, including the abstract, keywords, headings, tables, references, acknowledgments, glossary, and appendices.

Font: Times New Roman; 12 pt

Paragraph spacing: 0.5 line before and after

Line Spacing: Single

4.1 Abstract

An abstract of no more than 250 words should briefly state the research purpose, principal results, and main conclusions. It must stand alone; avoid references unless essential.

4.2 Keywords

Provide up to eight keywords immediately after the abstract. Avoid overly general terms, unnecessary plurals, and unfamiliar abbreviations.

5. Main Body of Manuscripts

5.1 Article Structure

Divide the manuscript into clearly defined and numbered sections and subsections (e.g., 1, 2, 3; 1.1, 1.2, 1.3; 1.1.1, 1.1.2). Number sections and subsections consecutively. Use section numbers for cross-references.

5.2 Section Headings

Heading Level 1: Times New Roman; 12 pt; bold; e.g., **1. Introduction**

Heading Level 2: Times New Roman; 12 pt; italic; e.g., *1.1 Research Methods*

Heading Level 3: Times New Roman; 12 pt; regular; e.g., 1.1.1 Analysis of Results

5.3 Tables

Number tables consecutively in the order cited in the text. Avoid vertical rules and duplication of results presented elsewhere in the article.

Tables should be:

- Integrated into the manuscript.
- Captioned above the table.
- Submitted as editable tables, not images.
- Labeled with applicable metric units of measurement.
- Formatted with minimal borders and no vertical rules.
- Cited in the text (e.g., Table 1).

5.4 Figures and Illustrations

- a. Quality and Format: Figures must be clear and of publication quality. Acceptable formats include TIFF, JPEG, and PNG. Vector formats are recommended for graphs, charts, and line drawings. Raster images should have a minimum resolution of 300 dpi at their intended display size, with higher resolution where necessary.
- b. Placement: Figures should be embedded in the manuscript at the appropriate locations. Separate high-resolution files may be requested for publication.
- c. Captions and Legends: Each figure must have a concise, informative caption placed below it. Legends or explanatory notes should be included where necessary.
- d. Units: Use metric units where applicable. All labels, symbols, and scales must be clear and consistent.
- e. Numbering and Citation: Figures must be numbered consecutively and cited in the text (e.g., Figure 1).

5.5 Formulae

Submit equations in an editable format; number displayed equations consecutively if referenced in the text.

6. Citation and Referencing Style

Unless a journal specifies otherwise, use APA 7th edition for citations and references; manuscript layout follows the MTI template.

Details concerning the APA-style citation system can also be found at:

- <https://apastyle.apa.org/style-grammar-guidelines>
- https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_style_introduction.html

7. Glossary

If a glossary is needed, list terms in alphabetical order.

Place the glossary after the reference list.

8. Appendix

Include appendices only when necessary; number them Appendix A, Appendix B, etc.

9. Privacy Statement

Names and email addresses submitted through the journal website will be used for editorial and publishing purposes and handled in accordance with the publisher's privacy policy.