**The Title Should Summarize the Main Idea or Ideas of Your Paper**

**Author’s full Name**[[1]](#footnote-0)\*

**Author’s full Name**2

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1Name of Department, Name of Faculty, Name of University, NAME OF COUNTRY

2Name of Department, Name of Faculty, Name of University, NAME OF COUNTRY

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**Abstract**

Use just one non-indented paragraph. Use double spacing throughout the paper. Avoid the use of abbreviations in your main headings, abstract, and keywords. The abstract should concisely describe the content and scope of your paper and identify the aim and objectives, the main question, the significance of the study in addition to stating its methodology and its findings, conclusions, and recommendations of study. All such points should be stated in a very concise and summarized language. (Words limit 150-250). The abstract should not contain any undefined abbreviations or unspecified references.

Keywords: First keyword, second keyword, third keyword, fourth keyword, fifth keyword, sixth keyword, the seventh keyword. Keywords should be arranged in alphabetical order and written in lower case. (The keywords limits are 3, 5, or 7)

**العنوان باللغة العربية / اسم الباحث ومكان العمل /**

**الملخص باللغة العربية مع الكلمات المفتاحية**

**1. INTRODUCTION**

Use Times New Roman 12 points in the whole text. Indent paragraphs by five spaces. Indent the first line of every paragraph by 1 cm or five spaces. The introduction should move from a general to a specific background through which you should present the research problem and the rationale of choosing such a problem, i.e. providing the background and setting the context. State the objectives of your work and avoid a detailed literature survey or a summary of the results. Explicitly state the gap in the literature, which signifies the significance of your research. . Conclude your introduction by presenting its research questions and the underlying research objectives. Submissions should be between 4000-8000 words (including abstract, table(s), figure(s) and references)

Upon receipt of paper submission, the Editor sends an e-mail of confirmation to the corresponding author within a week. If you fail to receive this confirmation, your submission/email may be missed. No submission charge should be paid at this stage. We use double-blind system for peer-review; both reviewers and authors’ identities remain anonymous. The paper will be peer-reviewed by two experts. The review process may take two months. Notification of the result of review is by e-mail. After publication, the corresponding author will receive an email of notification on e-journal in PDF that is available on the journal’s webpage, and free of charge for download.

**LITERATURE REVIEW**

A literature review surveys books, scholarly articles, and any other sources relevant to a particular issue, area of research, or theory, and by so doing, provides a description, summary, and critical evaluation of these works in relation to the research problem being investigated. The literature review is not just a description of previous studies, it is a summary and a synthesis through which you compare and contrast different views, studies, and approaches to identify the literary gap existing in the literature related to your subject

***Important tips for a well-structured paper***

Do not use numbers or alphabets to organize your headings and sub-headings (A. Introduction, 1. Introduction). Use APA style throughout the paper. Avoid footnotes in your manuscript. Use numerals and include your footnotes as endnotes in the endnotes section. If the quotation is more than 40 words, it should be separated from the surrounding text and have a .5 indent set from the left margin. Provide citation information. The text after the block quotation begins on its own line, with no indentation. If the quotation is not more than 40 words, it should not be block quotations (author, date, p. page number). Short quotations are less than 40 words.

Use theoretical framework(s) relevant to your study and review related literature of more recent studies. Define key concepts and support your arguments with quotes.

**METHODOLOGY (THEORETICAL FRAMEWORK)**

Methods in this section describe in detail how you conducted the study. Provide a complete and concise description of the methods and methodologies used in data collection (in literature explain the conceptual framework or approach you adapted to conduct your analysis) so that you can confirm the validity and reliability of your research findings to the readers as well as allow experts to replicate the work. Methods, which have already been published, should be referenced. It is important to divide the method section into sub-sections where you can describe the participants, the instruments, and the research procedures. In participants, you have to describe the sample who participated in your study and the setting where the research took place. In procedures, try to describe in detail how the study was conducted. It is an important section for studies that are based on experiments. In Results section, you should present the findings of the study objectively by inserting numbers, tables, and figures. In the discussion section, you can restate your hypotheses and answer your research questions. This section may be combined with DISCUSSION

**DISCUSSION**

As an author of the paper, you should guide your reader through the analysis and avoid including a detailed description of narration or more details about tables and figures. You should discuss, explain, (analyse literary textbooks if the paper submitted is specialized in literature) and interpret your findings. It is preferable to give a combination of your findings and support them with previous studies and scholars’ views and arguments which you have already included and mentioned in your literature review section. You can also return to explain the research problem. You can also show the importance of your study and how it contributed to the understanding of the research problem and filling the research gap. In your interpretation, you need to engage your reader to think critically about the research problem and your findings.

**\*\*\*\* If the study results need to be presented in tables and diagrams, each table should have a number and a title. Make sure the table titles are specific and clear. Limit the tables to the essential ones. Tables should be numbered with sequential Arabic figures: Table 1, Table 2, and so on. Do not number your tables with references to chapter number or with letters (i.e. Table 2.4). Number the tables subsequently throughout your article and the title is written above the table. Your figures or tables should fit within your paper’s margins. Any fonts used within your number should be between eight and fourteen points. The title should be flush left, in italics, title case, and not bolded, underlined, or in quotation marks. It should appear directly above your table or figure. Tables that are too long or too wide for a single page may be typed in a smaller font or you could place them as appendix A, B, etc. and refer to them in the text.**

**\*\*\*\*\*\* All names/references mentioned in the text/article, they should be listed in the References section. Names that are not mentioned in the text/article, they should be removed from the References section.**

**CONCLUSION**

This section presents the main conclusions that you set from your study. In this sense, you should not repeat the findings or their discussion, but you should draw conclusions based on these findings. Limitations of your study should be addressed. Recommendations for future research related to your topic should also be mentioned.

**Endnotes**

**If footnotes are explanatory and necessary to the document, use Times New Romans 10. setting all footnotes on the last page before the references section. Number your endnotes.**

**ACKNOWLEDGEMENT (This section is optional)**

**REFERENCES** (follow the APA 7th style)

References should be arranged in alphabetical order by authors' last names. Sources without authors are arranged alphabetically by title within the same list. Ignore the words A, An, and The.

1. [↑](#footnote-ref-0)