

## Author Guidelines

- All manuscripts must be submitted electronically through the e-mail to the following email address: xxxxxxxxxxxx
- Authors are advised to follow the Author Guidelines below in preparing the manuscript before submission.

Authors should observe the following codes of conduct when they intend to submit/publish a paper.

1. Authors are required to provide a complete list of references cited in their paper.
2. The journal cannot bear plagiarism and fraudulent data in any paper. It has a strict policy against plagiarism, which is checked through two methods: reviewer check and plagiarism prevention tool (**iThenticate**). All submissions will be checked before being sent to reviewers.
3. All papers are reviewed by a minimum of two readers.
4. It is assumed that all authors have significantly contributed to the submitted paper, if there is a co-author(s) in the submitted manuscript.
5. In case of presence of any fraudulent information in an article, its authors will be responsible for providing retractions or corrections of mistakes.
6. It is strictly prohibited to publish the same research in more than one journal.

## Authors should note that

1. a paper which is going to be submitted to this journal should be according to the journal **Paper Submission Guideline** as explained below.
2. the submission must not have been previously published, nor should it be under consideration for publication elsewhere.

## Preparation

### General Rules

1. You may see the general **Template** to obtain further information on drafting a paper.
2. Length of paper: 3000-10.000 words are preferred.

## Paper Submission Guideline

### Part A

#### Title Page

Title page is a separated page before the text. Provide the following information on the title page (in the order given). It should include:

## **Title**

- Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.

## **Author's names and affiliations**

- Please indicate the given name and family name clearly. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript letter immediately after the author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name, and, if available, the e-mail address, and telephone number of each author.

## **Corresponding author**

- Clearly indicate who is willing to handle correspondence at all stages of refereeing, publication and also post-publication. Ensure that telephone numbers (with country and area code) are provided in addition to the e-mail address and the complete postal address.

## **Sponsoring information**

- If the research is sponsored or supported by an organization, please indicate it.

## **Part B**

### **General Rules for Text**

1. Please use the following rules for whole text, including abstract, keywords, heading and references.
2. Front: (English) Times New Roman; Size: 12
3. Front: (Persian) B Lotus; Size: 16

## **Preparation of text**

### **Abstract**

A concise and factual abstract is required (maximum length of 250 words). The abstract should state briefly the purpose of the research, the principal results and major conclusions. An abstract is often presented separate from the article, so it must be able to stand alone. References should therefore be avoided, but if essential, they must be cited in full, without reference to the reference list.

### **Keywords**

Immediately after the abstract, provide a maximum of 8 keywords, avoiding general and plural terms and multiple concepts (avoid, for example, 'and', 'of'). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible.

## **Subdivision of the article**

Divide your article into clearly defined and numbered sections. Subsections should be numbered 1., 2., (then 1.1, 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, ideally, should not be more than 600 words. Authors are urged to write as concisely as possible, but not at the expense of clarity.

## **Figures**

Graphs, diagrams, chromatograms, photos, etc. should be prepared as clear, black and white (no color), original positives, suitable for reproduction. All figures should be embedded within the manuscript, and must be captioned and numbered sequentially.

## **References**

Responsibility for the accuracy of bibliographic citations lies entirely with the authors.

## **Citations in the text**

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Avoid citation in the abstract. Unpublished results and personal communications should not be in the reference list, but may be mentioned in the text. Citation of a reference as 'in press' implies that the item has been accepted for publication.

## **Citing and listing of web references**

- As a minimum, the full URL should be given. Any further information, if known (author names, dates, reference to a source publication, etc.), should also be given. Web references can be listed separately (e.g., after the reference list) under a different heading if desired, or can be included in the reference list.
- Citations in the text should follow the referencing style used by the **American Psychological Association**.

## **List**

- References should be arranged first alphabetically and then further sorted chronologically if necessary. More than one reference from the same author(s) in the same year must be identified by the letters "a", "b", "c", etc., placed after the year of publication.

## **Submission Preparation Checklist**

As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines.

1. The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).

2. The submission file is in Microsoft Word file format.
3. Where available, URLs for the references have been provided.
4. The text is single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.
5. The text adheres to the stylistic and bibliographic requirements outlined in the [Author Guidelines](#), which is found in About the Journal.

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