

GUIDE FOR AUTHORS

The Advancing Social Science Research is a national peer reviewed research journal published by Liceo de Cagayan University, Cagayan de Oro City, Philippines. The journal is published twice a year. For paper submission, the paper must be an original copy, about 4,000 words, double-spaced, and with appropriately formatted tables and Figures. The research abstract must have 200 words and at least 5 keywords or phrases.

Manuscript Preparation

1. Organize the paper following these major headings: Title, Author(s) and address(es), Abstract, Introduction, Materials and Methods for experimental study or Methodology for non-experimental study, Results, Discussion, Conclusions, Acknowledgment, and Literature Cited. The Literature Cited should substantially consist of articles published in current content-covered or peer-reviewed journals.
2. Type the entire manuscript double-spaced on a short white bond paper (8.5x11in) on one side only with 2.5 cm margins all around using a Times New Roman font size of 12. References, Acknowledgments, Table Titles, and Figure Legends should be typed double-spaced or numbered consecutively on all pages including title page, Figures, and tables.
3. Leave two spaces before and after the major headings and two spaces before and after the sub-headings. Do not use footnotes rather use endnotes if required by the discipline.
4. Spell out acronyms or unfamiliar abbreviations when these are mentioned for the first time in the text.
5. Write the scientific names of species completely with author(s) when it is first mentioned in the text and without author in succeeding references. Scientific names should be written in italics or bold face.
6. Do not spell out numbers unless they are used to start a sentence.
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10. Manuscript should be as concise as the subject and research method permit, generally not to exceed 4,000 words, single-space.

11. To promote anonymous review, authors should not identify themselves directly or indirectly in their papers or in experimental test instruments included in the submission. Single authors should not use the editorial “we”.

12. A cover page should show the title of the paper, all authors’ names, titles and affiliations, email addresses, and any acknowledgements. Pagination: All pages, including tables, appendices and references, should be serially numbered. Major sections should be numbered in Roman numerals. Subsections should not be numbered.

Numbers: Spell out numbers from one to ten, except when used in tables and lists, and when used with mathematical, statistical, scientific, or technical units and quantities, such as distances, weights and measures.

Percentage and Decimal Fractions: In nontechnical copy, use the word percent in the text.

Hyphens: Use a hyphen to join unit modifiers or to clarify usage. For example: a cross sectional equation; re-form. See Webster’s for correct usage.

Keywords: The abstract must be followed by at least five keywords to assist in indexing the paper and identifying qualified reviewers.

Data Availability: A line immediately following the Keyword identifiers should indicate whether the data are available.

Abstract/ Introduction

An abstract of about 200 words should be presented on a separate page immediately preceding the text. The Abstract should concisely inform the reader of the manuscript’s topic, its methods, and its findings. Keywords and the Data Availability statements should follow the Abstract. The text of the paper should start with a section labeled “Introduction,” which provides more details about the paper’s purpose, motivation, methodology, and findings. Both the Abstract and the Introduction should be relatively nontechnical yet clear enough for an informed reader to understand the manuscript’s contribution. The manuscript’s title but neither the author’s name nor other identification designations, should appear on the Abstract page.

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Conclusions

Conclusions should briefly answer the objectives of the study. They are not repetitions of the discussions but are judgments of the results obtained.

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5. Vital information is available at this Website: www.asianscientificjournals.com and www.ejournals.ph

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