

PAPER SUBMISSION GUIDELINES (NEW)

Updated: 22/5/2024

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Paper Selection and Publication Process

- Upon receipt of a submission, the Editor sends an E-mail of confirmation to the submission's author within **one to seven working days**. If you fail to receive this confirmation, your submission e-mail may have been missed.
- **Peer review.** We use a **double-blind system for external peer-review**; both reviewers' and authors' identities remain anonymous. The paper will be reviewed by at least two experts: one editorial staff member and at least one external reviewer. The review process may take **6-8 weeks**.
- Notification of the result of review by e-mail.
- A PDF version of the journal is available for download on the journal's webpage free of charge.

GENERAL REQUIREMENTS

Language and numbers

Please write your text in proper English; American or British usage is accepted, but not a mixture of both. When writing numbers, use a period, not a comma, to represent the decimal point and a space to separate numbers of more than five digits into groups of three, whether on the left or the right of the decimal point (i.e., 10000.471 85, but 1000.4718). We only accept manuscripts written in English.

Length of Paper

Papers between 2000 and 6000 words are preferred.

TITLE PAGE

Title

Be concise and informative. The title is often used in information-retrieval systems and should be no more than 15 words in length and not contain abbreviations or words that serve no purpose. If you choose to have a subtitle, it should be italicized and centered directly below the main title.

Authors' Names and Affiliations

Here the name (first name and last name) of the author (authors) must be written. Those authors who use the patronymic or middle name should write only the first. The authors whose names are written in the Cyrillic alphabet must transliterate them correctly. Those who need the transliteration can use the websites <http://translit.net/ua/>.

After the names of the authors, there should be written their academic degree and academic rank, places of work (university, academic institution, etc. or the organization to which they belong) (Affiliation), city and country. If the name of city or country is already used as author's affiliation still both the city and the country should be indicated. The name of the organization or the institution must be indicated, separated by the comma in the nominative case and this name must be full, without contractions and abbreviations. Also the authors should indicate their e-mails.

If there are several authors, they make a decision themselves concerning the order of their mentioning in the title of the paper (recommended variant – depending on the contribution to the research). The list of authors includes only those persons who have really taken part in the research and agreed to bear full responsibility for its content. Research funding or taking part in paying the article processing charge is not a prerequisite for being included in the list of co-authors. While forming the list of the authors, a special attention should be paid to the COPE (Committee on Publication Ethics) principles.

In order to bring the academic degrees, academic ranks and occupations, which are used in some emerging economies or the developing countries, in line with the international standards.

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Example:

 Anne Smith ^{(a)1}  Mary Meade ^(b)  David Wolf ^(c)  Charles Rockefeller ^(d)  Anne Jee ^(e)

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PREPARATION OF TEXT

General Rules for text

Please use the following rules for the entire text, including title, abstract, keywords, JEL Classification Codes, headings, and references. **Font:** Times New Roman; **Size:** 10pt.

Paragraph Spacing: Above paragraph—0pt.; below paragraph—0 pt. **Line Spacing:** Single, 10pt.

Title: Times New Roman; 16 pt.; Bold (UPPERCASE)

Heading 1: Times New Roman; 10 pt.; Bold; for example

First-Level Heading (UPPERCASE)

Heading 2: Times New Roman; 10pt.; Bold- Italic; for

example Second-Level Heading (Capitalize Each Word)

Abstract

Abstract must adhere to the following: A concise and factual abstract is required. **Please rewrite the abstract *should be 250 words in total*** for this purpose. The abstract should describe the following items in order of **1) Research Background**..... **2) Purpose of the Research** (for example. The study investigates/examines...., but NO research background statements/problem statements at the beginning), **3) Data, Materials, and Methodology** (for example. This study employs samples/survey data/time series data of), **4) Results** (for example, The results show/reveal that), and **5) Major Findings** (for example, The findings of this study suggest that ..., but NO suggestions/recommendations/implications) in **an unstructured manner**. *References should therefore be avoided, but, if essential, they must be cited in full in the abstract without relying on the reference list. Font size should be 7.5.*

Keywords

The purpose of keywords is to provide the insight to the reader into the contents of the paper. They should reflect the area of the research. The number of keywords should be 5-10 in average. There should not be the sentences, but the words or word groups. If the object of the study is not mentioned in the title of the paper (including the country, the region), it should be added to the list of keywords. There is no need to replicate words from the title of the manuscript.

JEL Classification Codes: If earlier the author was not aware of this classification system, he/she should attentively look through it in order to have a common understanding of all the areas defined in it http://www.aeaweb.org/jel/jel_class_system.php. The codes, indicated by the author should clearly reflect the research area. The author is welcome to use the codes from two or three areas, if they are covered in the research.

Equations

The text size of equations should be similar to the normal text size. The formula should be placed centre justified with a serial number on the right. For example:

¹Corresponding author: ORCID ID: 0000-0003-3555-xxxx

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<https://doi.org/10.46281/xxxx.v10i1.1651>

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$$a=[(1+b)/x]^{1/2} \quad (1)$$

Tables

Number tables consecutively by their appearance in the text. Place a table's caption above the table's body and its description below the body. Avoid vertical rules. Be sparing in the use of tables and ensure that the data presented in tables do not duplicate results described elsewhere in the article.

For example:

Table 1. Estimated Distance (cm) for Letter and Digit Stimuli

Condition	M(SD)	95%CI	
		LL	UL
Letters	14.5(28.6)	5.4	23.6
Digits	31.8(33.2)	21.2	42.4

Note. CI=confidence; LL=lower limit, UL=upper limit.

Source: Authors Calculation/If any

You may resize the tables to fit the page size. *Do not accept image table.*

Figures and Schemes

Number figures consecutively by their appearance in the text. Place a figure's caption and description below the figure body. A minimum resolution of 300 DPI is required. You may resize the figures or schemes to fit the page size.

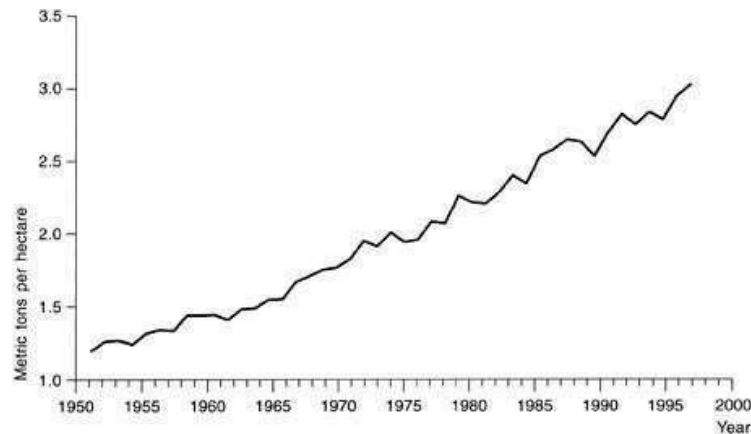


Figure 1. Figure Title

Note. *Avoid abbreviating the titles of tables, figures, and equations (i.e., Tab.1, Fig.2, and Eq.3) in the caption or in running text. Do not write "the table above/below" or "the figure on page 32," because the position and page number of a table or figure cannot be determined until the pages are typeset.*

THE SUGGESTED SCHEME OF ARTICLE

Body of the paper consisting of part corresponding with steps of realization of aims of the paper should be divided into following sections: **Introduction / Literature Review / Materials and Methods / Results / Discussions / Conclusions.**

INTRODUCTION

The introductory paragraph outlines clearly the objectives and motivation for writing the paper. The introduction should provide a context for the discussion in the body of the paper and point explicitly the **purpose of the article.**

The checklist:

- The introduction includes the justification for the topic importance.
- The introduction section includes the aim/objective.
- The introduction section includes brief information on methods.
- **The content of each section of the article is briefly described in the last paragraph of the introduction.**

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LITERATURE REVIEW

The checklist:

- Is the literature review properly prepared?
- Is primary literature correctly summarized?
- The literature review shows who dealt with similar research topic before?
- The literature review shows what are the results of the prior studies?
- Did the Author position himself/herself among the previous researchers?
- Are different options/perspectives from the literature covered in the reviewed article?
- The difference with existing studies is explicitly identified and documented.
- The text includes references whenever necessary.

MATERIALS AND METHODS

This section is compulsory and it should provide specific description of the Materials and Method/ Research Methodology.

The checklist:

- The Materials and Method section includes the description of the material selection.
- The Materials and Method includes: the hypothesis (-es).
- The Materials and Method section includes the description of the research methods.
- The article identifies strengths and weaknesses of the Materials and Method and its findings.

RESULTS

The checklist:

- Are the results discussed in details?
- Is the research problem original and a kind of novelty?
- Is the reasoning sound?
- Has the Author given the appropriate interpretation of the data and references?
- Are the pieces of information used inside the paper comes from reliable sources?

DISCUSSIONS

The checklist:

- The article assesses and critiques the findings and/or the statistical analysis.
- Are the findings in the article compared to findings of other authors?

CONCLUSIONS

It should provide a neat summary and possible directions of future research. The checklist:

- Does this part include the general summary of the article, its results and findings?
- Does this part include implications and recommendations for practice?
- Does this part include research limitations?
- Does this part include suggestions for future research?

PATENTS

Authors may declare any patents related to the published work, either those pending or already obtained. The aim of this section is to create a better link between research articles and new inventions to which they have contributed. This section is not obligatory, and there is no penalty for not declaring patents, but in most cases authors benefit from adding any relevant information here.

When declaring patents, please include the patent number and title so that any interested readers can access the full details.

We strongly recommend against submitting papers for publication before patents have been granted, since publication can compromise the patent application process. Published papers will not be removed from journals in order for patent applications to be filed. ***This section is not mandatory but may be added if there are patents resulting from the work reported in this manuscript.***

Author Contributions: Each author is expected to have made substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data; or the creation of new software used in the work; or have drafted the work or substantively revised it; AND has approved the submitted version (and version substantially edited by journal staff that involves the author's contribution to the study); AND agrees to be personally accountable for the author's own contributions and for ensuring that questions related to the accuracy or integrity of any part of the work, even ones in which the author was not personally involved, are appropriately investigated, resolved, and documented in the literature. The following statements should be used:- "Conceptualization, X.X. and Y.Y.; Methodology, X.X.; Software, X.X.; Validation, X.X., Y.Y. and Z.Z.; Formal Analysis, X.X.; Investigation, X.X.; Resources, X.X.; Data Curation, X.X.; Writing – Original Draft Preparation, X.X.; Writing – Review & Editing, X.X.; Visualization,

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X.X.; Supervision, X.X.; Project Administration, X.X.; Funding Acquisition, Y.Y.”. Authors have read and agreed to the published version of the manuscript.

Institutional Review Board Statement: In this section, please add the Institutional Review Board Statement and approval number for studies involving humans or animals. Please note that the Editorial Office might ask you for further information. Please add “The study was conducted according to the guidelines of the Declaration of Helsinki, and approved by the Institutional Review Board (or Ethics Committee) of NAME OF INSTITUTE (protocol code XXX and date of approval).” OR “Ethical review and approval were waived for this study, due to REASON (please provide a detailed justification).” OR “Not applicable” for studies not involving humans or animals. You might also choose to exclude this statement if the study did not involve humans or animals.

Funding: All sources of funding of the study should be disclosed. Clearly indicate grants that you have received in support of your research work and if you received funds to cover publication costs. Note that some funders will not refund article processing charges (APC) if the funder and grant number are not clearly and correctly identified in the paper. Funding information can be entered separately into the submission system by the authors during submission of their manuscript. Such funding information, if available, will be deposited to FundRef if the manuscript is finally published.

Please add: “This research received no external funding” or “This research was funded by [name of funder] grant number [xxx]” and “The APC was funded by [XXX]” in this section. Check carefully that the details given are accurate and use the standard spelling of funding agency names at <https://search.crossref.org/funding>, any errors may affect your future funding.

Acknowledgments: Acknowledgments are a place to recognize any contributions made to the paper that do not meet the criteria for authorship. This may include technical support, gifts received, or organizational assistance. There are few restrictions on what should be included, with the primary exception that anyone who meets the criteria for authors must be included as an author and not merely acknowledged. Personal acknowledgments (e.g., of family members) are acceptable, and it is recommended to add the full name for them; titles (Dr., Mr., Prof., etc.) should not be used. This section should be kept relatively short.

Informed Consent Statement: Any research article describing a study involving humans should contain this statement. Written informed consent for publication must be obtained from participating patients who can be identified (including the patients themselves). Please state “Written informed consent has been obtained from the patient(s) to publish this paper” if applicable. You might also add “Not applicable” for studies not involving humans.

Data Availability Statement: In this section, please provide details regarding where data supporting reported results can be found, including links to publicly archived datasets analyzed or generated during the study. (Say for example, The data presented in this study are available on request from the corresponding author. The data are not publicly available due to restrictions).

Conflicts of Interest: Conflicts of Interest: CRIBFB uses the recommendations of the International Committee of Medical Journal Editors with regard to Conflicts of Interest (CoIs) (<http://www.icmje.org/icmje-recommendations.pdf>):

“A conflict of interest exists when professional judgment concerning a primary interest (such as patients’ welfare or the validity of research) may be influenced by a secondary interest (such as financial gain). Perceptions of conflict of interest are as important as actual conflicts of interest.”

CoIs come in different forms and can affect authors, editors, and publishing staff. Having a CoI does not mean that your paper will not be published; however, omitting them could lead to retraction or at least re-evaluation of your paper. No conflicted third parties should be able to directly influence the results of your research or have a say in the final version. Conflicts of interest where there is a negative effect on the author as a result of the paper’s publication should also be declared.

Types of CoIs include:

Direct/indirect: This concerns whether the CoI refers specifically to an author (direct) or one of their associates, such as a close colleague or family member (indirect).

Financial/non-financial: Both of these are important. Financial CoIs concern receiving money from people or organizations with a vested interest in the outcome of the research, holding patents or salaried positions that depend on the research outcomes, or holding shares or other items whose value is dependent on the research. Non-financial CoIs include benefits to groups the author is associated with and reputational benefits.

REFERENCES

Cite the work of those individuals whose ideas, theories, or research have directly influenced your work. They may provide key background information, support or dispute your thesis, or offer critical definitions and data. Citation of an article implies that you have personally read the cited work. In addition to crediting the ideas of others that you used to build your thesis, provide documentation for all facts and figures that are not considered common knowledge.

Citations in the Text

Each reference cited in the text must appear in the reference list, and each entry in the reference list must be cited in the text. However, two kinds of material are cited only in the text: references to classical works such as the Bible and the Qur’an, whose sections are standardized across editions, and references to personal communication. References in a meta-analysis are not cited in-text unless they are also mentioned in the text.

When formatting an in-text citation, give, in parentheses, the last name of the author of the cited work and the year it was published. For unpublished or informally published works, give the year the work was produced. Write “in press” in parentheses for articles that have been accepted for publication but that have not yet been published. Do not give a date until the article has actually been published.

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In all other instances, citations in the text should follow the referencing style used by the American Psychological Association.

Examples:

❖ *A Work by Two Authors*

Name both authors in the signal phrase or in the parentheses each time you cite the work. Use the word “and” between the authors’ names within the text; use the ampersand in the parentheses.

Research by Wegener and Petty (1994)
supports... (Wegener & Petty, 1994)

❖ *Three or More Authors*

Use the first author’s last name followed by et al. in the signal phrase or in parentheses.

Harris et al. (2001)
argued... (Harris et
al., 2001)

❖ *Authors with the Same Last Name*

To prevent confusion, use first initials when citing two or more authors with the same last name. (E. Johnson, 2001; L. Johnson, 1998)

❖ *Unknown Author*

If the work does not have an author, cite the source by its title in the signal phrase or use the first word or two in the parentheses. Titles of books and reports are italicized; titles of articles, chapters, and Web pages are put in quotation marks.

A similar study was done of students learning to format research papers.

Note: In the rare case that “Anonymous” is used for the author, treat it as the author’s name in parentheses and the reference page.

(Anonymous, 2001)

❖ *Organization as an Author*

If the author is an organization or a government agency, mention the organization in the signal phrase or in the parenthetical citation the first time you cite the source.

According to the American Psychological Association (2000), ...

If the organization has a well-known abbreviation, include the abbreviation in brackets behind the full name of the organization the first time the source is cited and then use only the abbreviation in later citations.

First citation: (Mothers Against Drunk Driving
[MADD], 2000) Second citation: (MADD, 2000)

Citing and Listing of Web References

As a minimum, the full URL should be given. Any further information (author names, dates, reference to a source publication, etc.), if known, should also be given. Web references can be listed separately (e.g., after the reference list) under a different heading if desired, or they can be included in the reference list.

Reference List

Please find the below information for basic rules in a reference list.

- Each entry in your reference list should be defined by a hanging indent of two characters.
- Authors’ names are inverted (last name first); give the last name and initials for all authors of a

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particular work if it has three to seven authors. If the work has more than seven authors, list the first six authors and then use ellipses after the sixth author's name. After the ellipses, list the last author's name of the work. Use "&" instead of "and" when listing multiple authors of a single work.

- Reference list entries should be alphabetized by the last name of the first author of each work.
- If you have more than one article by the same author, single-author references or multiple-author references with the exact same authors in the exact same order are listed in order by the year of publication, starting with the earliest.
- Capitalize all major words in journal titles.
- When referring to any work that is not a journal, such as a book, article, or Web page, capitalize only the first letter of the first word of a title and subtitle, the first word after a colon or a dash in the title, and proper nouns. Do not capitalize the first letter of the second word in a hyphenated compound word.

DOIs in References

The journal/publisher encourages authors to cite those items (journal articles, conference proceedings, book chapters, technical reports, working papers, dissertations, etc.) that have DOIs. When the cited items have DOIs, the authors should add DOI persistent links to the regular references. The DOI persistent links should be the last elements in the references. The persistent links should be active.

Format of persistent link: <https://doi.org/+DOI>

Example of persistent link: <https://doi.org/10.1109/2.901164>

The authors or editors may retrieve articles' DOIs at <http://www.crossref.org/SimpleTextQuery/>.

You can register a free account to start retrieving articles' DOIs. CrossRef allows you to check multiple references. Please read this webpage very carefully. Only articles with assigned DOIs can be retrieved through this webpage.

References

Examples Books

❖ *Book with one author*

Bernstein, T. M. (1965). *The careful writer: A modern guide to English usage* (2nd ed.). New York, NY: Atheneum.

❖ *Electronic book*

Replace place-of-publication and publisher information with the DOI.

Anderson, C. A., Gentile, D. A., & Buckley, K. E. (2007). *Violent video game effects on children and adolescents: Theory, research and public policy.*

<https://doi.org/10.1093/acprof:oso/9780195309836.001.0001>

Note: Insert a blank space if you need to break a URL across lines before most punctuation. Do not add a period after the URL.

❖ *Work with two authors*

Beck, C. A. J., & Sales, B. D. (2001). *Family mediation: Facts, myths, and future prospects*. Washington, DC: American Psychological Association. <https://doi.org/10.1037/10401-000>

❖ *Two or more works by the same author*

Arrange by the year of publication, the earliest first.

Postman, N. (1979). *Teaching as a conserving activity*. New York, NY: Delacorte Press.

Postman, N. (1985). *Amusing ourselves to death: Public discourse in the age of show business*. New York, NY: Viking.

If works by the same author are published in the same year, arrange alphabetically by title and

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distinguish the documents by adding a lowercase letter after the year of publication as indicated below.

McLuhan, M. (1970a). *Culture is our business*. New York, NY:

McGraw-Hill. McLuhan, M. (1970b). *From cliché to archetype*. New York, NY: Viking Press.

❖ **Book by a corporate author**

Associations, corporations, agencies, government departments, and organizations are considered authors when there is no single author.

American Psychological Association. (1972). *Ethical standards of psychologists*. Washington, DC: American Psychological Association.

❖ **A book with no author or editor listed**

Merriam-Webster's collegiate dictionary (10th ed.). (1993). Springfield, MA: Merriam-Webster.

❖ **A translated work and/or a republished work**

Laplace, P. S. (1814/1951). *A philosophical essay on probabilities* (F. W. Truscott & F. L. Emory, Trans.). New York: Dover.

Anthologies, Course Packs, & Encyclopedias

❖ **Anthology or compilation**

Gibbs, J. T., & Huang, L. N. (Eds.). (1991). *Children of color: Psychological interventions with minority youth*.

San Francisco, CA: Jossey-Bass.

❖ **Work in an anthology or an essay in a book**

Bjork, R. A. (1989). Retrieval inhibition as an adaptive mechanism in human memory. In H. L. Roediger III, &

F. I. M. Craik (Eds.), *Varieties of memory & consciousness* (pp. 309-330). Hillsdale, NJ: Erlbaum.

❖ **Work in a course pack**

Goleman, D. (2009). What makes a leader? In D. Demers (Ed.), *AHSC 230: Interpersonal communication and relationships* (pp. 47-56). Montreal, Canada: Concordia University Bookstore. (Reprinted from *Harvard Business Review*, 76(6), pp. 93-102, 1998).

❖ **Article in a reference book or an entry in an encyclopedia**

If the article/entry is signed, include the author's name; if unsigned, begin with the title of the entry

Guignon, C. B. (1998). Existentialism. In E. Craig (Ed.), *Routledge encyclopedia of philosophy* (Vol. 3, pp. 493-502). London, England: Routledge.

Articles

❖ **Article in a journal—for articles retrieved online**

Mellers, B. A. (2000). Choice and the relative pleasure of consequences. *Psychological Bulletin*, 126, 910-924.

<https://doi.org/10.1037/0033-2909.126.6.910>

Note: List only the volume number if the periodical uses continuous pagination throughout a particular volume. If each issue begins with page 1, then list the issue number as well.

Klimoski, R., & Palmer, S. (1993). The ADA and the hiring process in organizations. *Consulting*

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Psychology Journal: Practice and Research, 45(2), 10-36.
<https://doi.org/10.1037/1061-4087.45.2.10>

❖ *Articles in a journal, more than seven authors*

Gilbert, D. G., McClernon, J. F., Rabinovich, N. E., Sugai, C., Plath, L. C., Asgaard, G., Botros, N. (2004). Effects of quitting smoking on EEG activation and attention last for more than 31 days and are more severe with stress, dependence, DRD2 A 1 allele, and depressive traits. *Nicotine and Tobacco Research*, 6, 249- 267. <https://doi.org/10.1080/14622200410001676305>

❖ *Article in a newspaper or magazine*

Semenak, S. (1995, December 28). Feeling right at home: Government residence eschews traditional rules. *Montreal Gazette*, p. A4.

Schwartz, J. (1993, September 30). Obesity affects economic, social status. *The Washington Post*, pp.

A1, A4. Driedger, S. D. (1998, April 20). After divorce. *Maclean's*, 111(16), 38-43.

❖ *Article from an electronic source*

Zhao, S., Grasmuck, S., & Martin, J. (2008). Identity construction on Facebook: Digital empowerment in anchored relationships. *Computers in Human Behavior*, 24(5), 1816-1836.
<https://doi.org/10.1016/j.chb.2008.02.012>

URL for an online periodical:

Cooper, A., & Humphreys, K. (2008). The uncertainty is killing me: Self-triage decision making and information availability. *E-Journal of Applied Psychology*, 4(1). Retrieved from <http://ojs.lib.swin.edu.au/index.php/ejap/article/view/124/129>

Cress, C. M. (2009). *Curricular strategies for student success and engaged learning* [PowerPoint slides]. Retrieved from http://www.vtcampuscompact.org/2009/TCL_post/presenter_powerpoints/Christine%20Cress%20-%20Curricular%20Strategies.ppt

Doctoral Dissertations and Master's Theses

❖ *Unpublished theses and dissertations*

Jordan, J. J. (2005). *Psychosocial effects of gifted programming* (Unpublished master's thesis). University of Saskatchewan, Saskatoon, Canada.

Berg, D. H. (2003). *Prospective leadership development in colleges and universities in Canada: Perceptions of leaders, educators and students* (Unpublished doctoral dissertation). University of Saskatchewan, Saskatoon, Canada.

❖ *Electronic theses and dissertations*

Hiebert, R. W. (2006). *The education of children from poverty: A descriptive case study of a public school and a community school* (Doctoral dissertation). Available from ProQuest Dissertation & Theses: Full Text (NR18185).

Richet, E. (2007). *The citizenship education system in Canada from 1945-2005: An overview and assessment* (Master's thesis, University of Saskatchewan, Saskatoon, Canada). Retrieved from <http://library2.usask.ca/etd>

Meetings and Symposia

❖ *Proceedings published in a book form*

McKay, G. (1999). Self-determination in Aboriginal education. In L. B. Muller (Ed.), *Changing the climate: Proceedings of the 1998 Conference for Graduate Students in the Social Sciences and Humanities* (pp. 1- 11). Saskatoon, Canada: University of Saskatchewan.

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❖ *Proceedings published regularly online*

Herculano-Houzel, S., Collins, C. E., Wong, P., Kaas, J. H., & Lent, R. (2008). The basic nonuniformity of the cerebral cortex. *Proceedings of the National Academy of Sciences*, *105*, 12593-12598. <https://doi.org/10.1073/pnas.0805417105>

❖ *Paper presentation or poster session*

Liu, S. (2005, May). *Defending against business crises with the help of intelligent agent based early warning solutions*. Paper presented at the Seventh International Conference on Enterprise Information Systems, Miami, FL. Abstract retrieved from http://www.iceis.org/iceis2005/abstracts_2005.htm

Multimedia

❖ *Television or radio program*

MacIntyre, L. (Reporter). (2002, January 23). Scandal of the century [Television series episode]. In H. Cashore (Producer), *The fifth estate*. Toronto, Canada: Canadian Broadcasting Corporation.

❖ *Film, video recording or DVD*

Kubrick, S. (Director). (1980). *The shining* [Motion picture]. United States: Warner Brothers.

❖ *Online lecture notes and presentation slides (such as Moodle)*

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NOTES

Please avoid using footnotes. Change footnotes to endnotes. Insert "(Note 1, Note 2)" in the running text and explain the note in an endnotes section after the references page. Please see the paper template (<https://www.cribfb.com/paper-submission-guidelines.php>) for examples.

APPENDICES

The appendices come after the references and the notes. In the text, refer to appendices by their labels: e.g., produced the same results for both studies (see **Appendix A and B for complete proofs**). Please see the paper template (<https://www.cribfb.com/paper-submission-guidelines.php>) for examples.

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