Advice to authors on preparing a manuscript

NB: Please follow any specific instructions for authors provided by the Editor of the journal

Font: Times New Roman, 12 point. Use margins of at least 2.5 cm (1 inch).

Title: Use bold for your article title, with an initial capital letter for any proper nouns.

Authors' names: Give the names of all contributing authors on the title page exactly as you wish them to appear in the published article.

Affiliations: List the affiliation of each author (department, university, city, country).

Correspondence details: Please provide an institutional email address for the corresponding author. Full postal details are also needed by the publisher, but will not necessarily be published.

Anonymity for peer review: Ensure your identity and that of your co-authors is not revealed in the text of your article or in your manuscript files when submitting the manuscript for review.

Abstract: Indicate the abstract paragraph with a heading or by reducing the font size.

Keywords: Please provide five or six keywords to help readers find your article.

Headings: Please indicate the level of the section headings in your article:
- First-level headings (e.g. Introduction, Conclusion) should be in bold, with an initial capital letter for any proper nouns.
- Second-level headings should be in bold italics, with an initial capital letter for any proper nouns.
- Third-level headings should be in italics, with an initial capital letter for any proper nouns.
- Fourth-level headings should also be in italics, at the beginning of a paragraph. The text follows immediately after a full stop (full point) or other punctuation mark.

Tables and figures: Indicate in the text where the tables and figures should appear, for example by inserting [Table 1 near here]. The actual tables and figures should be supplied either at the end of the text or in a separate file as requested by the Editor.

Running heads and **received dates** are not required when submitting a manuscript for review.

If your article is accepted for publication, it will be copy-edited and typeset in the correct style for the journal.

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