

Author Guide for Preparing Paper for Publication

First Author Name*

Author address and e-mail

Second Author Student Name

Author address and e-mail

Third Author My Name

Author address and e-mail

Abstracts

The abstract should summarize the content of the paper. The abstract should not exceed 250 words and should not include equations or references in it. If you use abbreviations in the paper, e.g., CITS, use the full meaning of the abbreviation in the abstract. The manuscript should be printable on A4 paper. Diagrams, figures, etc. can be in colour. Depending on our ability to use your electronic format, it is not possible to use the printed copy; therefore, the electronic readability of copy is of critical importance.

Keywords: Author guide, manuscript, instructions for authors, paper specifications

*** to whom correspondence should be addressed**

1. INTRODUCTION

The paper typically should be limited to six to ten (6-10) single-spaced pages. This includes the bibliography, figures, diagrams, tables, appendices, etc

The final revised paper should be sent via email directly to the editor at researchweek@uom.ac.mu

2. PREPARATION OF MANUSCRIPTS

2.1 General Appearance

The text of the Journal is English/French. Your paper should not contain page numbers or footers, but odd/even headers could be set as illustrated in this document. This document is printed in the format that should be used in the paper.

You should use Times New Roman typeface (font) for the paper.

2.2 Specifications

To ensure that all papers give an appearance of consistency and uniformity, you should adhere to the following specifications.

- 1) You may use this document as a template. For example, it is already set in A4 format for you and the title has already been set to 18-point type in the first page. Abstracts and keywords sections are 12 point type.
- 2) The text is to be in one column
- 3) The bottom margin should be 1 inch (2.54 cm) on all pages. This is to allow for the insertion of page numbers. The top margin should be 1 inch (2.54 cm).
- 4) Left and right margins should be 1 inch (2.54 cm).
- 5) The paper should NOT contain any page numbering.

2.3 Required Point Sizes

On A4 paper, we require a font size of 12 points. Some technical formatting programs print mathematical formulas in italic type, with subscripts and superscripts in a slightly smaller font size. This is acceptable. If the font produces a paper that is difficult to read, we may apply a slightly larger font size to your paper.

3. HEADINGS

Major headings are to be left justified, numbered, and in a capitalized bold font, as shown in this document.

3.1 First Level Subheadings

Subheadings are to be numbered, left justified and in bold font. No blank line is to appear between the sub-heading and the text.

3.1.1 Sub-subheadings: Sub-subheadings are to be in a bold font, numbered, and run in at the beginning of the paragraph.

3.1.2 Title: The title should be centered across the top of the first page and should be of point size 18. Do not hyphenate in the title.

3.1.3 Authors' names and Addresses: The authors' names (in bold) and addresses (in italic) should be centered below the title. These lines should be in 12-point size. If two or more authors are from the same institution, list the individual author names above the common affiliation.

3.1.4 Keywords: Select four to seven keywords that capture the essence of the paper. List the words in decreasing order of importance from left to right.

3.2 References

Authors should normally adhere to Harvard referencing style. See <http://library.curtin.edu.au/referencing/harvard.html>

3.3 Illustrations

Show the illustration in the manuscript. Also include an individual print of the illustration (figure, table, etc) on a separate page, just in case.

4. FORMULAE

All equations must be typed utilizing a suitable processor. They should be numbered consecutively throughout the text, at the flush-right edge of the equation, enclosed in parentheses.

5. CONCLUSIONS

DO NOT repeat the abstract or portions of it.

6. ACKNOWLEDGEMENTS

Acknowledgements should follow the text just before the references.

7. REFERENCES

Harvard referencing style