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# Guide for Authors

## Parts of the Manuscript

The manuscript should be submitted in separate files: title page; main text file; figures.

### Title Page

The title page should contain:

١. A short informative title containing the major key words. The title should not contain abbreviations
٢. A short running title of less than ٤٠ characters;
٣. The full names of the authors;
٤. The author's institutional affiliations where the work was conducted, with a footnote for the author's present address if different from where the work was conducted;

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As papers are double-blind peer reviewed, the main text file should not include any information that might identify the authors. The main text file should be presented in the following order:

١. Title, abstract, and key words;
٢. Main text;(Introduction - Back ground - research question or Hypothesis - Methodology- Results - Discussion and conclusion )
٣. References;
٤. Appendices (if relevant).
٥. persian abstract (چکیده فارسی)

### Abstract

Enter an abstract of up to ١٥٠ words for all articles. An abstract is a concise summary of the whole paper, not just the conclusions, and is understandable without reference to the rest of the paper. It should contain no citation to other published work

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The language of the journal is English. ١٢-point type in one of the standard fonts: Times New Roman. Tables must be incorporated into the main text. Figures should be included in the main text .

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For more information about APA referencing style, please refer to the [APA FAQ](#).

Reference examples follow:

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when referencing a journal in the reference list, the following elements should be presented in this order:

- surname (family name) and initials of author(s)
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Peterson, J., & Schmidt, A. (١٩٩٩). Widening the horizons for secondary schools. *Journal of Secondary Education*, ٧(٤), ٨٩-١٠٦.

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Collier, A. (٢٠٠٨). *The world of tourism and travel*. Rosedale, New Zealand: Pearson Education New Zealand.

#### Internet Document

Norton, R. (٢٠٠٦, November ٤). How to train a cat to operate a light switch [Video file]. Retrieved from <http://www.youtube.com/watch?v=Vja^TKLQXZs>

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Tables should be self-contained and complement, not duplicate, information contained in the text. They should be supplied as editable files, not pasted as images. Legends should be concise but comprehensive – the table, legend, and footnotes must be understandable without reference to the text. All abbreviations must be defined in footnotes. Footnote symbols: †, ‡, §, ¶, should be used (in that order) and \*, \*\*, \*\*\* should be reserved for P-values. Statistical measures such as SD or SEM should be identified in the headings.

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