**Asia Pacific Journal of Business, Humanities and Education**

**Paper Template**

Papers should be submitted through email to the editor-in-chief at: apjbhe@segi.edu.my

Maximum length for the abstract section is 250 words in total. In addition, please provide up to six keywords which encapsulate the principal topics of the paper and categorize your paper under one of these classifications: Research paper & Conceptual paper

**Font & Spacing**

Font – Times New Roman – 11 size

Spacing – 1.5

**Headings**

Headings must be short, with a clear indication of the distinction between the hierarchy of headings. The preferred format is for headings to be presented in **bold format**, with consecutive numbering. Please follow the main headings as provided below.

Subheadings can be according to your discretion.

Number of words should be between 4000 – 6000 words excluding References.

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| **Papers** | **Contents** |
| **Conceptual Paper**  **(Quantitative)**  (4000-6000 words) | Title  Authors names & Affiliations  Abstract  1. Introduction (Research problem, Research gap & Research questions)  2. Research background & Framework you propose to examine conceptually  3. Literature Review  (Underpinning Theories, past literature based on identified issues, Framework)  4. Discussion  (Use sub-headings as per research questions/research problem/variables in discussion)  5. Conclusion & Proposed Framework for future empirical Study  References |
|  |  |
| **Conceptual Paper**  **(Qualitative)**  (4000-6000 words) | Title  Authors names & Affiliations  Abstract  1. Introduction (Research problem, Research gap & Research questions)  2. Research background & Framework you propose to examine conceptually  3. Literature Review  (Underpinning Theories, past literature based on identified issues/themes, Framework)  4. Discussion (Use sub-headings as per research questions/research problem/themes in discussion)  5. Conclusion & Proposed Framework  (Final Thoughts - Close the loop with definition of problem statement & restate the significance of study and proposed framework for future empirical Study)  References |
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| **Research Paper /Empirical Paper** (Quantitative)  (4000-6000 words) | Title  Authors names & Affiliations  Structured Abstract  1. Introduction  (Research background, Research problem, Research Gap & Research Objectives)  2. Literature Review  (Underpinning Theories, past literature according to DV, IV, MV, Conceptual Framework)  3. Research Methodology  4. Results and Discussion (Must answer research objectives and present in the same order)  5. Conclusion and Implications  References |
|  |  |
| **Research Paper/**  **Empirical Paper** (Qualitative)  (4000 – 6000 words) | Title  Authors names & affiliations  Abstract  1.Introduction  (Research background, Research problem, Research Gap & Research objectives)  2. Literature Review  (Underpinning Theories, past literature based on identified issues/themes Framework)  3. Research Methodology  4. Results and Discussion  (Must answer research objectives and present in the same order)  5. Conclusion and Implications  References |
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**Notes**

Notes or Endnotes should be used only if necessary and must be identified in the text by consecutive numbers, enclosed in square brackets and listed at the end of the article.

**Figures**

All figures (e.g. models, charts, and diagrams) should be of clear quality, in black and white and numbered consecutively with Arabic numerals.

**Tables**

Tables should be typed and included as part of the manuscript. They should not be submitted as graphic elements. Supply succinct and clear captions for all tables, figures and plates. Ensure that any superscripts or asterisks are shown next to the relevant items and have corresponding explanations displayed as footnotes to the table, figure or plate.

**References**

References to other publications must be in APA 7th Ed style and carefully checked for completeness, accuracy and consistency. Please cite publications in the text: (Adams, 2006) using the first named author's name or (Adams and Brown, 2006) citing both names of two, or (Adams et al., 2006), when there are three or more authors. At the end of the paper a reference list in alphabetical order should be provided.

**Review Process**

Papers will be blind-reviewed by reviewers to ensure that they meet journal's scope and objectives. Although we strive to provide the review results as soon as possible, it might normally take up to 4 - 6 weeks for the review process.

**Similarity Index**

**Suggestion to use Grammarly with a minimum score of 90%**

All papers submitted must have a similarity index **less than 20%.**

Grammarly report and Similarity reports have to be submitted by author.

Please submit your formatted paper and similarity index report to **apjbhe@segi.edu.my**

Editor in Chief

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