Preparation of the Original Manuscript Agreement for Publication in Conference Proceedings

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Ensure that you follow the checklist carefully, as failure to do so may result in your paper being rejected.

Guidelines for Preparing the Original Manuscript:

1. Type on A4 paper with a maximum of 12 pages (including abstract, figures, tables, and references

2. The components of the research paper include an abstract, introduction, research objectives, literature review, research methodology, research findings, conclusion and discussion, suggestions, and references.

Requirements for Preparing the Original Manuscript:

1. Paper size A4 with the following settings:

Top margin: 1.00 inch
Bottom margin: 1.00 inch
Left margin: 1.00 inch
Right margin: 1.00 inch

2. Font

Use Times New Romen with space between line: 1.0 throughout the manuscript.

3. Title of the article

Use bold font size 14 pt. for English titles. Capitalize the first letter of each word. The title should be concise and cover the content of the article. Align the title in the center of the page.

4. Author's name and email

Use bold font size 12 pt. Align in the center of the page. Capitalize the first letter of the first and last name (do not include academic titles or positions, e.g., Assoc. Prof. or Dr., only include the first and last name). Use the institution's domain email. Use regular font size 12 pt. and mark with an asterisk (*) for the email of the corresponding author.

5. Affiliation information

Include the program, faculty, institution, province, and postal code. Use regular font size 11 pt. Align in the center of the page.

Note: In the case of multiple authors, arrange the order with the main researcher's name first and other authors in descending order of their contributions to the research. Specify "Corresponding author" at the bottom line (regular font size 11 pt., center alignment).

6. Abstract

It should be in bold font size 12 pt., left alignment. The text of the abstract should be in regular font size 11 pt., justified alignment, with a 0.5-inch indentation. The abstract should include the significance of the problem, research objectives, research methodology, and research findings.

7. Keywords

It should be in bold font size 11 pt., left alignment. It should be in regular font size 11 pt. Capitalize the first letter of each word. Select 3-5 keywords relevant to the article and separate them with commas.

8. Article Details: Include:
  Main title: Use bold font size 12 pt., left alignment.
  Subtitles: Use bold font size 11 pt., left alignment, with a 0.5-inch indentation.
  Article content: Use regular font size 11 pt., left alignment, justified alignment, with a 0.5-inch indentation.

9. Presentation of Images
  "Figure" should be in bold font size 11 pt. The image's description should be in regular font size 11 pt. and placed centered beneath the image. The image should be clear and detailed enough to read the text within it.
  "Source:" should be in bold font size 11 pt. The source's description should be in regular font size 11 pt. and place centered beneath the image's description.

Example of Figure
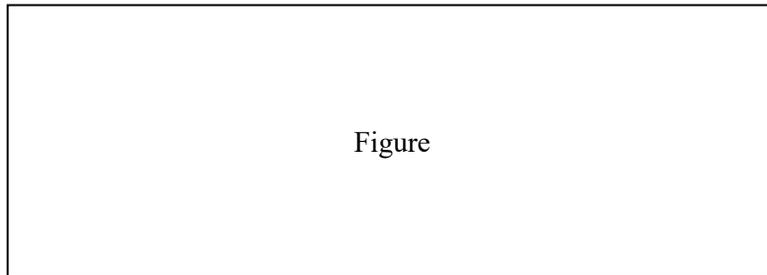
Distance from the top of the figure 12 pt.

Figure

Figure 1 Finance system modal
Source: Kendy (2021)

Distance from the top of the figure 12 pt.

10. Presentation of Tables:

  "Table" should be in bold font size 11 pt. The description of the table's title should be in regular font size 11 pt. and positioned flush left above the table. Table borders should be specified on all sides.
  "Source" should be in bold font size 11 pt. The source of the table should be in a regular font size 11 pt. and positioned flush left below the table.

Example of Table

Distance from the bottom of the table 12 pt.

Table 1 Data Analysis

Type	Primary data	Secondary data
XXX	XXX	XXX

Source: Kendy (2021)

Distance from the bottom of the table 12 pt.

☐ **Format of citing in-text and reference documents**
(American Psychological Association: APA 6 Style)

1. Book
1 Author
In-text   Harris (1995)………………(p. 4)
In-text   (Harris, 1995, p. 4)
Reference   Harris, M. B. (1995). *Basic statistics for behavioral science research*. Boston: Allyn and Bacon.

2 Authors
In-text   Magee and Kramer (2001)……………….(p. 30-40)
In-text   (Magee & Kramer, 2001, p. 30-40)
Reference   Magee, J., & Kramer, J. (2006). *Concurrency state models & Java programs*. West Sussex, UK: John Wiley.

3-6 Authors
In-text   John, Whitaker, and Johnson (2003)……….(p. 5)
(First citation)
In-text   (John, Whitaker, & Johnson, 2003, p. 5)
(First citation)
In-text   John et al. (2003)…………………..(p. 5)
(Subsequent Citation)
In-text   (John et al., 2003, p. 5)
(Subsequent Citation)
Reference   John, J. A., Whitaker, D., & Johnson, D. G. (2001). *Statistical thinking for managers*. Boca Raton, FL: Chapman & Hall/CRC.

More than 6 Authors
In-text   Luffman et al. (2004)………………….(p. 17)
In-text   (Luffman et al., 2004, p. 17)
Reference   Luffman, J. M., Bulleen, C. V., Liano, A. D., McLeed, P. K., Nash, E. O., Schell, G.E., & Neuman, C. C. (2004). *Information technology resources management* (2nd ed.). Upper Saddle River, NJ: John & Sons Press.

Editor
In-text   Rayanakorn (2011)……………..(p. 15)
In-text   (Rayanakorn, 2011, p.15)
Reference   Rayanakorn, K. (Ed.). (2011). *Climate change challenges in the Mekong Region.* Chiang Mai: Chiang Mai University Press.

2. Article in a Book
In-text   (McLennan (2001)…………………..(p. 49)
In-text   (McLennan, 2001, p. 49)
Reference   McLennan, G. (2001). Maintaining Marx. In G. Ritzer & B. Smart (Eds.). *Handbook of social theory*. (pp. 43-53). London: Sage.

3. Research Report

In-text	Chitnomrath (2011)……………………………(p. 3)
In-text	(Chitnomrath, 2011, p.3)
Reference	Chitnomrath, T. (2011). *A study of factors regarding firm characteristics that affect financing decisions of public companies listed on the stock exchange of Thailand* (Research report). Bangkok: Dhurakij Pundit University.

4. Thesis

In-test	Darling (1976)………………………. (p. 5)
In-test	(Darling, 1976, p. 5)
Reference	Darling, C. W. (1976). *Giver of due regard: The poetry of Richard Wilbur* (Unpublished doctoral dissertation). University of Connecticut, Storrs, CT

5. Article in a Journal

In-text	Opasa (1998)…………………… (p. 11-20)
In-text	(Opasa, 1998, p. 11-20)
Reference	Oposa, A. (1998). Environmental conflict and judicial resolution in the Philippines. *Asian Journal of Environmental Management, 6*(1), 11-20.

6. Digital Media

In-text	Brown (1994)
In-text	(Brown, 1994)
Reference	Brown, H. (1994). *Citing computer references*. Retrieved April 3, 1995, from http://neal.ctstateu.edu/ history/ cite.html

7. Secondary Data

In-text	Willis (1980) as cited in Teper (2011)………………. (p.34)
In-text	(Willis, 1980, as cited in Teper, 2011 p.34)
Reference	Teper, J.A. (2001). *Selection for Digital Preservation.* Newbury Park, CA: Sage.

☐ **Reference Ordering Guidelines:**
1. Arrange in alphabetical order (A-Z).
2. If the first author's names are identical, prioritize the document authored by a single individual.
3. In cases where the authors have the same name, prioritize the document with the earlier publication year.

Example of Reference

Harris, M. B. (1995). *Basic statistics for behavioral science research*. Boston: Allyn and Bacon.

John, J. A., Whitaker, D., & Johnson, D. G. (2001). *Statistical thinking managers*. Boca Raton, FL: Chapman & Hall/CRC.

Magee, J., & Kramer, J. (2006). *Concurrency state models & Java programs*. West Sussex, UK: John Wiley.

Oposa, A. (1998). Environmental conflict and judicial resolution in the Philippines. *Asian Journal of Environmental Managemen*t, *6*(1), 11-20

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