



Instructions to Authors

(Manuscript preparation)

Please follow the instruction to authors provided to ensure that manuscripts adhere to the quality and general standards of the journal. The Editorial Board reserves the right to return the manuscripts if they do not adhere to author guidelines.

Journal Policy and Ethics:

The policy of the Global Academy of Training and Research (GATR) Journals prohibits an author from submitting the same manuscript for concurrent consideration by two or more publications. It also prohibits the publication of any manuscript that has already been published either in whole or in substantial parts, elsewhere. It further prohibits the publication of a manuscript that has been published in full in Proceedings.

The Global Academy of Training and Research (GATR) shows due care and takes due responsibility in its journal publication to represent the highest in publication ethics. Therefore, all GATR journals and editors of journals have to abide by the publication ethics. GATR follows the guidelines and rules of the Committee on Publication Ethics (COPE).

English Language Editing and Proofreading:

GATR stresses on the language accuracy of every manuscript published. Authors who are not native English speaker are required to get their manuscripts edited by native English language editors. Author(s) must provide a certificate confirming that their manuscripts have been adequately edited. A proof from a recognized editing service should be submitted together with the consent and copyright forms at the time of submitting a manuscript to GATR. All costs will be borne by the author(s).

This step, taken by authors before submission, Professional editing will mean that reviewers and future readers are better able to read and assess the content, and thus publication if the content is acceptable. Please refer to professional editing service by writing to: editingservices@gatrenterprise.com. The author(s) are however, not bound by any recommendations.

Manuscript preparation:

All GATR Journals accept only original manuscripts which are based on Qualitative or Quantitative evidence under the umbrella of diversified theories. The language requirement of GATR Journals is English and manuscripts should follow the grammar rules of the American English language. Authors need to ensure that the language is edited first before submission.

Format:

Font text - Times New Roman

Spacing - Multiple – 1.1.

Title and Author name:

Title - Times New Roman, Font size 16, Line spacing 2.0 and Space after it should be 24pt.

Author/s name - Times New Roman, Font size 11 and numbered at the top right corner if there is more than one author.

Corresponding author - A star (*) should follow at the end of the corresponding author's name and details must be provided (as mentioned in the hyperlink) next to the star (*).

Affiliations must be provided after the author's name.

Abstract:

GATR Journals follow the particular abstract writing style which consist of: Objective, Methodology/Technique, Findings and Novelty, Type of Paper, and Keywords. This style must be adhered to by authors.

Objective – Provide a brief purpose of the research. Illustrate the direction taken, whether it is empirical or theoretical testing in analysing the research subject.

Methodology/Technique – Explain the method/model that was used to conduct the research.

Findings – Highlight the main findings that justify the research theme.

Novelty – Demonstrate the originality/value of the research which makes it different from prior studies.

Type of Paper - Review/Empirical

Keywords - Minimum of four and a maximum of ten keywords each separated by semicolons (;).

JEL Classification: Refer to https://papers.ssrn.com/sol3/displayjel.cfm_in choosing JEL codes that are related to the article.

Main Text:

Times New Roman, Font size 11 and the same follows for all other sections.

Section headings:

Arranged by Arabic numbers, Bold, Font size 11, Multiple 1.1 line spacing, 12pt spacing for headers, before and after.

Margin of Text:

Top – 2.7 cm, Bottom – 3 cm, Left and Right – 2 cm.

Tables:

Numbered with Arabic numbers, consists of a name that is labelled at the top of the table and Centred. Texts of table must be in Times New Roman, Font size 10 and Multiple 1.1 spacing.

Figures:

Figures illustrated must be of high quality and 300 dpi or higher resolution for pictures and 1200 dpi or higher resolution for drawings. This will serve to demonstrate the high quality and visibility of printed work. Names or Titles of Figures must be written at the bottom of the figure, Numbered with Arabic numbers and centred, using Times New Roman, Font size 10.

References:

References follow the latest APA style, Times New Roman, Font size 10, Multiple 1.1 spacing, Indentation – Hanging, 1 cm.

A special attention has to be paid to references next to each source DOI has to be indicated. DOI has to be indicated in URL format, has to be active e.g. [https://doi.org/10.9770/gjbssr.2019.8.2\(1\)](https://doi.org/10.9770/gjbssr.2019.8.2(1)). If DOI is not available, then URL has to be indicated.

ORCHID IDs

All authors have to indicate their ORCHID IDs (It is very easy to register ORCHID ID, (<https://orcid.org/register>))

Appendix:

Times New Roman, Font size 10, Numbered with Arabic numbers.

If tables, follow the guideline explained in the Table section above.

If figures, follow the guideline explained in the Figure section above.

