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Title of the Article (Times New Roman, 14pt, bold, centred)

Abstract: Times New Roman font, 12pt. The abstract should be between 300–500 words. The abstract should include a concise summary of scope, objectives, sampling, research methodology, research findings, research implications and suggestions. The abstract should be a stand-alone document that can be understood without reading the full manuscript. The abstract should not contain literature citations or illustrations of tables and figures.

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Each section of the main text is numbered, and the serial number of the heading is 1, 2, 3,... followed by 1.1, 1.2, 1.3, ...; 1.1.1, 1.1.2., 1.1.3.... The title of the main manuscript can be divided into introduction or research background, literature review, research methods, research results and discussion.

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If the text citation format in the manuscript contains no more than two authors, the names of the authors shall always be listed, such as Ary and Bell (2021), or (Ary & Bell, 2021). If there are three or more authors, only the name of the first author is listed, such as Ary et al. (2021), or (Ary et al., 2021), but the names of all authors need to be listed in the reference section.

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The usage of bullets. Bullets are used when all the serial number of heading has been applied. The sequence of bullets usage is as follows,

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The location of the figure must be clearly marked in the main text of the manuscript, please also provide a separate image file, such as Jpeg, or other editable image formats, and confirm that the pixels of the image are sufficiently clear. When submitting the image file, please indicate the file name as Figure Xxx to facilitate the identification by the editorial board.

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Conference proceedings:

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5. Acknowledgement

Acknowledgement section provides an opportunity for the author to thank those people who contribute to the preparation of the manuscript. The contributions of these people have not yet reached the authorship criteria of the manuscript, which include those who providing technical support during the writing process or assisting in editing the manuscript.

Include units that provide funding for the writing of the manuscript in the acknowledgement section. If a research fund is involved, the serial number of the research fund must be listed. Acknowledgements can be provided to the editorial board after the manuscript is accepted.

6. Appendix

The appendices are usually placed at the end of the manuscript. The appendices are mainly some additional information that are not suitable to be presented in the main text. For example, questionnaires, interview drafts, test papers, inventories, statistical charts, descriptions of research tools, etc. All materials placed in appendices should be cited in the main text at least once, and materials that are not cited at all should not be placed as appendices. When the appendix materials are cited, they should be presented in the main text (please refer to the interview transcript in Appendix B).

The serial numbers of the appendices are presented in the form of A, B, C, etc. If there are multiple appendices under the same topic, subdivide them into A1, A2, A3, etc.