

# Journal of Asian Regional Association for Home Economics

## Writing Guidelines

### Writing format

The format of the submitted manuscript must be in A4 size (portrait orientation), horizontal writing, each page 11-point, approximately 100 letters per line, 36 lines.

### Paper title

- 1) The title of the paper should be concise and specifically express the content. Avoid statements such as "research on..." or "food chemistry research on..." as much as possible.
- 2) Avoid making a series of the papers such as "...first report", "...second report", etc.. Each paper must have a cohesive content as an independent paper and been given a descriptive title.

### Abstract

- 1) The abstract should include the purpose, method, results and discussion. Write concisely in plain sentences so that the content of the text can be understood.
- 2) The length should be no more than 250 words.
- 3) The format of the manuscript should follow the writing format.

### General Formatting

- 1) Use 2.5 cm margins and 11-point Times New Roman or Courier font, including abstract, quotes, references, and figures, photographs, tables, etc..
- 2) Use left justification in the text (i.e., the right edge is ragged).
- 3) Number pages, beginning with the title page, in the upper-right-hand corner.
- 4) The components of the manuscript should be arranged in the following order:
  - Title Page
  - Abstract
  - Main text
  - References
  - Footnotes(if any)
  - Figures, photographs, tables, etc. (if any)
- 5) Taken together, title or cover page, abstract, text, references, tables, and figures should be no longer than approximately 20 manuscript pages.

## **Title Page**

- 1) The manuscript title should be 10-12 words.
- 2) On the title page, include a running head of less than 50 characters and spaces.
- 3) Include any acknowledgement notes on the title page. Include complete contact information (i.e., address, phone number, e-mail address) for all authors; for the publisher, not for publication.
- 4) Following the abstract, identify up to five key words by which the article may be indexed. List the key words in alphabetical order.

## **Abstract**

- 1) An abstract of no more than 250 words should precede the body of the paper.
- 2) Immediately below the abstract, list up to five key words, in alphabetical order, by which the paper may be indexed.

## **Main text**

- 1) As a general rule, papers in the natural sciences should be written with an introduction, experimental methods (or experimental materials, research methods, etc.), experimental results (or research results, etc.), discussion, conclusion, notes and bibliography.
- 2) For papers in the humanities and social sciences, the format can be arranged differently. However, it is necessary to clearly describe the motivation and purpose of the research, the current challenges based on the achievements of previous research on the theme, the research method, new findings and theories obtained through the research and conclusions.
- 3) In principle, headings should be as follows.
  - MAJOR HEADING e.g. INTRODUCTION (center of row)
  - Medium heading e.g. Research purposes and methods (line left aligned)
  - Subheading e.g. 1. Research purposes
- 4) Measurements should be in metric units.
- 5) If human and/or animal studies are involved, the "Methods" section must include a statement regarding ethical considerations and measures to ensure the welfare of the research subjects. In the case of research that has been reviewed by an ethical review committee, the name of the ethical review committee and the fact that it was approved should be clearly stated in the "Methods" section, and the name of the ethical review committee and approval number should be blanked out (The blank text is written as "\*\*\*" and replaced with the appropriate information in the final manuscript).
- 6) When adding footnotes, footnote numbers should appear to the right of the person's name or at the end of the sentence after the period or other punctuation, and place all footnotes before the list of cited references.
- 7) A spell check should be completed before the manuscript is submitted.
- 8) All referencing is to be the guidelines of the Publication Manual of the American Psychological Association (APA Publication Manual), 7th Edition.

## References

1) References shall follow the guidelines of the APA Publication Manual, 7th Edition.

e.g. Author, A. A., Author, B. B., & Author, C. C. (year). Title of Article. Title of Periodical, xx, pp-pp.

2) Each new entry begins flush left; set subsequent lines with hanging indents.

3) Alphabetize entries in the same manner as within-text citations.

4) The reference list includes all references and only references cited in the text.

5) Entries with multiple authors should include the names of all authors in the reference list.

6) Use authors' last names and first and second initials (Gutman, A. S., & Smith, R. T.) Initials appear before surnames only for editors (e.g., A. S. Gutman).

7) Italicize book titles, journal names and volume numbers. Page numbers are required for book chapters.

8) The followings are some examples.

- Book or Chapter in an Edited Book

Sayer, L. C. (2006). Economic aspects of divorce and relationship dissolution, In M. A. Fine, & J. H. Harvey (Eds.), *Handbook of divorce and relationship dissolution* (pp. 385-406). New Jersey: Lawrence Erlbaum.

- Article in a Journal

Okada, M. (2010). Gender differences of costume in picture books: A comparative study of illustrations in Japan and Western countries. *Journal of Asian Regional Association for Home Economics*, 17, 103-110.

- Unpublished Paper Presented at a Meeting

Kim, M. Y., Park, M. S., Kim, J., & Lee, S. S. (2011, July). *Comparing of life satisfaction among middle aged families*. Poster presented at the meeting of Asian Regional Association for Home Economics, Makati, Philippine.

## Figures, photographs, tables, etc.

1) Figures, photographs and tables should be prepared as separate files with MS Word, MS Excel or JPEG.

2) Figures, photographs and tables should have titles and be numbered consecutively, such as "Fig.1", "Table1", and the experimental conditions should be added to the extent that it can be understood without reading the title and main text. When quoting from a copyrighted work, clearly indicate the source below the figure, photograph or table, and obtain permission from the original author or copyright holder as necessary. The source of the figure photographs and tables should be acknowledged, even if it is the authors' own work.

3) Do not duplicate the same data in figures and tables unless it is particularly necessary.

4) In the main text, text such as "Fig.1" and "Table1" should be written in red to indicate the insertion positions of figures, photographs and tables.

5) Inappropriate figures and tables may be requested to be replaced or deleted.

**Submitting Files**

When submitting the manuscript, the following three files are at least needed.

- A file containing the main text with author names, affiliations, and contact email addresses
- A file containing the main text without author names, affiliations, and contact email addresses. It should include its abstract and keywords. This file must also have page numbers centered at the bottom of the page, and each page must have line numbers 1 to 36 in the left margin.
- Figures, photographs and tables files (Can be multiple files)

**Copyright**

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Amendment or abolition of these writing guidelines shall be made by resolution of the ARAHE executive committee board after deliberation by the ARAHE editorial committee.