

## **Article Submission**

Paper Title (Capitalize Each Word. Must not be more than 20 words)

Authors (Capitalize Each Name)

Abstract (Do not cite any references, figures, or tables in the abstract. Maximum of 500 words.)

Keywords (Please provide five keywords)

References

Font: Georgia

Font Size: 12

Space: Single

## **Guidelines to Authors/Contributors**

1. An abstract of not more than 500 words must be submitted along with the manuscript with five keywords.
2. The title of the manuscript must not be more than 20 words.
3. Make sure that all author/s must provide the names of organizations they are connected with and their respective email addresses.
4. The title and the author's information must be submitted as a separate document.
5. The abstract must be followed by the complete manuscript (1-word format and 1 PDF file).
6. Make sure that the manuscript is in the format of the Style Manual of the American Psychological Association (APA 6th Edition) both in style and citations.
7. Only manuscripts written in English are acceptable.
8. The entire submission must be between 6000 to 9000 words.
9. It is expected that the manuscript is already thoroughly edited by English language experts.
10. The authors affirm that the submission has not been previously published elsewhere in any medium.
11. The authors confirm the originality of the submitted work.
12. All submissions must follow the IMRaD format:
  - I – Introduction
  - M –Method
  - R – Results
  - and
  - D – Discussion

## **Review Process**

1. All manuscripts submitted to **admissions@careers360.ca** will be subject to a review in order to ensure that only quality papers will be published on the e-gazette.
2. After review, authors will receive an email detailing the result of the review: Accepted, Accepted with minor Revision, Accepted with major Revision, and Not Accepted.
3. Once final copy of the paper is received, authors will be asked to settle the publication fee of \$200 Canadian.