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## Abridged Submission Guidelines

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## **Abridged Submission Guidelines for Manuscripts for the Professional Agricultural Workers Journal (PAWJ)**

### **Manuscript Style and General Format**

Please submit your manuscript electronically using 1” margins, font size 12 Times New Roman font, and no right-margin justification in Microsoft Word, and should not exceed **15 pages** (does not include title page, but includes abstract, text, appendices, references, and tables/figures) in length.

### **Author Information/Review Process**

The journal uses a blind review process, and therefore, names and other information of authors should be restricted to the title page.

### **Title Page**

The title page should include the following information: title of manuscript; authors’ names and affiliations, and should indicate the contact author.

### **Abstract**

The title of the manuscript and a **150-word** abstract (single-spaced, 12 font size) should be included. The abstract should cover what the study is about, key methodology, key results, and key conclusion. Do not put citations or sub-headings in the abstract. Two to five key words allowed.

### **Text**

The **recommended sections** (single spaced) in the text are the following: introduction; literature review (or equivalent) [**required** for “academic” papers]; methodology (or methods and procedures or materials and methods); results and discussion, and conclusion (i.e., a summary of major findings, implications, and/or recommendations).

**Equations** should be numbered consecutively, and standard typeface should be used for mathematical notations to the extent possible. Minimize as much as possible mathematical notations in the text. Extensive mathematical formulae should be placed in an appendix.

### **Endnotes**

Endnotes should be placed at the end of the text and before the appendix (single-spaced). It is better to minimize the use of endnotes as integrating them into the text makes easier reading.

### **Appendix**

Appendix should be placed after the endnotes before the references (single-spaced). It is advisable to sparingly use appendices.

### **References**

References should be placed after the appendices (single-spaced).

### **Tables and Figures**

Tables should be placed in text (single-spaced). Smaller font size (not below 10 font size) is allowed for tables. **Please keep tables simple. Do not “box” tables.** Table title should be placed above the Table.

Figures should be placed in text at the appropriate places. Figure title should be placed below the Figure.

### **Submissions**

Submit manuscripts electronically to [pawjournal@tuskegee.edu](mailto:pawjournal@tuskegee.edu). The journal can be accessed at <https://tuspubs.tuskegee.edu/pawj>.

**Note:** Details regarding submissions may be found in the full submission guidelines.