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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-inch margins, font size 12 Times New Roman font, in Microsoft Word with no right-margin justification, and should not exceed **15 pages** in length. This does not include the title page but includes abstract, text, appendices, references, and tables/figures.

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 the 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, the key methodology, key results, and key conclusion. Do not put citations or sub-headings in the abstract. Two to five keywords are 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 (or Results separate from Discussion), and Conclusion (i.e., a summary of major findings, implications, and/or recommendations).

Equations should be numbered consecutively, and a standard typeface should be used for mathematical notations to the extent possible. As much as possible minimize 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

The 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.** The table title should be placed above the Table. Figures should be placed in the text in the appropriate places. The figure title should be placed below the Figure.

Submissions

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

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