

## Submission Guidelines for Extended Abstracts - RUICHSS 2024

- Extended abstracts must contain the title of the paper, name(s) and affiliation(s) of the author(s), abstract and keywords (3 - 5 keywords organized alphabetically).
- The main text of the extended abstract must include the introduction and research problem/issue, materials and methods, results and discussions, conclusions, and selected references (Maximum 10).
- Extended abstracts should consist of a maximum of 1800 words and abstracts of 300 words (excluding keywords and references).
- The final abstract must be typed in Microsoft Word: Times New Roman; font size 12; double-spaced.
- Titles and headings should be in bold.
- Long quotations (more than 40 words) should be indented and single-spaced without quotation marks.
- Non-English terms should be in italics.  
e. g. *kurakkan, sine qua non*
- Date format used in the text should be as 6 April 2023.
- In the text, use either 'percent' or % consistently.
- Use letters for numbers from one to ten and numerals from 11 onwards; but use numerals or letters consistently in range or series of numbers.  
e. g. 5 to 10.
- Use British spelling.  
e. g. labour
- Figures or photos should be incorporated into the text in jpg files with concise information about titles, notes and sources.
- Use either footnotes or endnotes; these should be in Standard MS Word format.

- All quoted and paraphrased intellectual property of other authors as well as other work of the contributing author(s) must be cited.

**NB: The APA 7<sup>th</sup> Edition documentation style will be strictly considered.**

Links to the APA 7<sup>th</sup> Edition

<https://apastyle.apa.org/>

[https://owl.purdue.edu/owl/research\\_and\\_citation/apa\\_style/apa\\_formatting\\_and\\_style\\_guide/index.html](https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/index.html)