

Preparation of Papers for International Journal of Humanizing Work and Work Environment

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ABSTRACT

This electronic document is a template and the following instructions are intended to provide you guidelines for preparing manuscript for International Journal of Humanizing Work and Work Environment. The abstract should summarize the content of the paper. It should cover all the points of a **structured abstract** (introduction, research gap and problem statement, aim, methodology, results/ observations, discussion and conclusion) but the whole abstract would be written as a **single paragraph (words limit 250 words)** without any sub-heading. Do not put references nor display equations in the abstract. Manuscript should be prepared selecting the paper size as A4 (21.0 cm x 29.7 cm). Please follow the margins and formatting specifications described below for preparation of the manuscript. This will enable us to keep uniformity in the final edited paper.

Keywords - *Maximum five key words in alphabetical order, separated by semi colon.*

1. INTRODUCTION

The introduction of the paper should explain the present scenario, problem statement, previous work, objective, and the contribution of the paper. The contents of each section [Title, Abstract, Keywords, Introduction, Methodology, Result / Observation / Description of case study, Discussion, Conclusion, Acknowledgement, Reference] of your manuscript may be provided under headings, sub-headings, sub-sub-headings as deemed fit for easy understanding.

2. PAPER SUBMISSION PROCEDURE

Prepare your paper in two-column format, including figures and tables. Please email the final formatted manuscript to the email ID: ijournalhwwe@gmail.com. The 'Methodology' section should include the detailed description of the materials used and their components, the experimental design, clearance regarding ethical issues, the procedures employed, and the statistical tests used to analyze the results.

2.1 Maximum Number of Pages

This section contains information on the number of pages for the papers to be submitted for the journal. The full paper submission must be **within 10 formatted (as per the template) pages** including references.

2.1.1 Headings

The headings and the subheadings, starting with "1. Introduction", appear in upper case letters and should be set in bold and aligned at centre. All headings from

the 'Introduction' to 'Conclusion' are numbered sequentially using 1, 2, 3, etc. Subheadings are numbered 1.1, 1.2, etc and aligned flush left. A subsection must be further divided and the numbers 1.1.1, 1.1.2, etc. should be aligned flush left.

The font size for heading and subheading is 11 and 10 points bold face respectively and the headings of the subsections with 10 points italics and not bold. Do not underline any of the headings, or add dashes, colons, etc.

3. PREPARE PAPER BEFORE FORMATTING

It is advisable to save the content of your manuscript as a separate word file before you begin to format. Only experimental results are appropriate in 'Result section' and include only those data that are critical for the study, as defined by the aim of the study.

The first paragraph under each heading or sub-heading should be flush left, and subsequent paragraphs should have a five-space indentation. A colon is inserted before an equation is presented, but there is no punctuation following the equation. All equations are numbered and referred to in the text solely by a number enclosed in a round bracket (i.e., (3) reads as "equation 3"). Ensure that any miscellaneous numbering system you use in your paper cannot be confused with a reference [3] or an equation (3) designation.

4. FIGURES AND TABLES

Please place the figures and the tables next to the relevant text, rather than at the bottom or the top of the manuscript. Large figures and tables may span both columns. Figure captions appear below the figure, are aligned middle, and are in 'sentence case' letters. When referring to a figure in the body of the text, the abbreviation "Fig." is used. If your figure has two or multiple parts, include the labels, for example, '(a)', '(b)' etc. For Figure axis labels use words rather than the symbols. Both coloured and back-white images could be incorporated. Table captions should be appeared flush left above the table in 'sentence case' letters. When referring to a table in the text, no abbreviation is used and "Table" should be written. To ensure a high-quality product, diagrams and lettering must be of high resolution (at least 600 dpi)

5. CONCLUSION

Please mention the limitations of the work or issues that remain. Address the implications of the work in a context relevant to other systems, scale-up, and applications. Although a conclusion may review the main points of the paper, do not replicate the abstract as the conclusion. A conclusion might elaborate on the importance of the work or suggest applications and extensions.

ACKNOWLEDGEMENTS

Please append a paragraph to the manuscript that discloses the source of financial grants, contracts or donations that funded the study.

REFERENCES

This heading is not assigned a number. A reference list must be included using the following information as a guide. Only *cited* text references are included. Each reference is referred to in the text by a number enclosed in a square bracket (i.e., [3]) and the same sequence will be followed as Reference serial number. Give all authors' names; do not use "*et al.*" unless there are six authors or more. References must be numbered and ordered according to where they are first mentioned in the paper, not alphabetically. In general, 'Harvard' style of reference writing should be followed.

Examples follow:

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