

General format

Manuscripts should be formatted for standard paper (A4), with 1 inch margins on all sides. Type your manuscript as a Word document, using **Times New Roman, font size 12 dpi, double spacing**. This applies to the abstract, main text, quotations and references.

Abstract

Put your abstract on a separate page by itself. On the first line, enter the title of your paper at the center of this page. Below the title, center the word “Abstract” (no bold, formatting, italics, underlining, or quotation marks).

Beginning with the next line, write a concise summary of the key points of your article. Your abstract should, at a minimum, contain research questions, materials and methods, data analysis, results, and conclusions. Implications of your research and future work that you see connected with your findings may also be included. Your abstract should be about 200 words long.

At the end of the abstract and on a new line, enter the word *Keywords:* (italicized) and a list of up to five keywords from your paper.

Main body of the article

Format the article with page numbers at the bottom of the page, starting with page 1 on the first page of the article (after title page and abstract).

Tables and figures type

All tables and figures should be prepared in a standard, easy-to-understand format. Avoid tables and figures that are too large or too small. Limit the number of tables and figures in a manuscript. Words

and numbers in tables and figures should be clearly legible. Captions should be concise and easy to understand for a general audience.

All tables and figures should be numbered with capitalized first letter of the word and followed by a colon, then caption. The word table and figure must be in bold type.

Examples:

Table 1: Attitude toward parental control over children among adolescents

Figure 1: Household expenditures during economic crisis by place of residence

Note that the word “Figure” is used for all graphic information, diagram, or pictures; do not use “graph” for these. Sources of data in tables/figures, where necessary, should be placed below them in parentheses and included in the reference list.

Example:

(Source: National Statistical Office of Thailand, 2003)