

## **Main Research Guidelines**

- **Should be submitted Rexine bound( Preferably maroon with Golden embossing). No Paper bound research project permitted.**
- Main Text: Minimum 6000 maximum 10,000 words including tables, figures and references
- Line spacing: 1.5 spaced
- All photographs should be in High Resolution (More than 200 dpi) JPEG format.
- Must fit in all the tables in the Main text.
- Page numbering: All pages should be numbered in footer in the bottom Centre of each page
- Citations and References: APA style
- All tables and figures should be captioned and cited in the text
- Software package: MS Word
- Paper size: A4 Portrait
- one blank line between paragraphs,
- Font: Arial for Headers-14,
- Rest Times New Roman size 12, justified
- Font: In text tables Times New Roman size 10
- Margins:  
Top: 2.54cm  
Bottom: 2.54cm

Left: 2.54 cm

Right: 2.54 cm

- Headings: Capitals, bold, left margin
- Secondary Headings: Lower case, italics, bold, left margin