**Manuscript Title**

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Abstract

Write your abstract in this section for “Research Article” and “Study Note”. Abstract should be written with approximately 100 words. If abstract appears to be too long, you will be asked to shorten it by the Editorial Committee.

Keywords**:** Keyword 1, Keyword 2, Keyword 3, … (up to 5 keywords)

1. **Section Heading**

At the beginning of every paragraph, please use an indentation instead of simply hitting space bars several times.

Submitted manuscript(s) will be re-formatted by publisher with a Journal specific formatting style. Therefore, you do not have to worry about details of your submitting format (font, font size, spacing, columns, etc.). Published article is basically with font of Times New Roman (or similar font). However, for specific terms/sentences, you may use *italics*, **bold font**, and/or special fonts (Arial here) to emphasize specific words or sentences.

1. **Formatting for References**

For using references/citations, please follow **APA Style**. Details about APA style can be found on Internet. *Template used by graduated students and others up to 2019 does not exactly follow APA Style*. So, please make sure to check what the APA Style is and follow its rules.

1. **Figures and Tables**

Figures and tables should be labeled sequentially from the beginning of your manuscript as “Figure 1”, “Figure 2”, and “Table 1”, “Table 2” and so on. (Please do NOT use “Figure 2.1” and/or “Table 3.2”, which are usually used for books, not for articles.) And if any figure or table is used, it must be mentioned in the main body of the manuscript.

* 1. Heading for Figures and Tables

“Figure” and “Table” are the only heading can be used in your manuscript (No “Photo,” “Graph,” or any other headings). A table consists of words and straight (horizontal or vertical) lines only, anything other is classified as a figure (picture, graphs, etc.).

* 1. Locations of Figure Caption and Table Title

Figure title and its caption goes below the figure as shown in Fig 1. Table should have its title above the figure without any description/caption, any notes added to a table must be written below the table as shown in Table 1.



**Figure 1**. A pie chart of XXX. Green indicates people who have selected A and yellow indicated people who answered B, while red and blue are for people who selected C and D for their answers.

**Table 1**. Percentage of XXX

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | A | B | C | D |
| Percentage\* | 6 % | 31 % | 44 % | 19 % |

\* Total number of participants are NN.

**References**

Erikson, J.B. (2007). Improving Teaching Materials. *Improving Education*, Brown, H. ed., McGrowHill, pp.34-55.

Norberg, P., Sekine, S. & Zhou, Y. (2014). Components of International Educational Cooperation. *Journal of International Education Cooperation*, 15(2), pp.50-57.