

# Manuscript Preparation Guidelines for Submitting Articles to “Journal of English Language and Linguistics (JEL)”

Upon submitting your manuscript, please adhere to the following guidelines:

1. The full manuscript of the articles must be submitted in the Word File as an electronic file using Microsoft Office Word 2010 onwards via this website: <http://jelep.bru.ac.th>.

2. The article must be relevant to the following fields: English Language, Linguistics, Applied Linguistics, Literature, English for Specific Purposes (ESP), English for Academic Purposes (EAP), English as a Lingua Franca (ELF), Translation and Interpretation, Technology and Language, World Englishes, Language Acquisition, Innovations in Language Teaching and Learning, Language Testing and Assessment, Teaching English to Speakers of Other Languages (TESOL), Teaching English as a Second Language (TESL), Teaching English as a Foreign Language (TEFL), and English Language Teaching (ELT).

3. The **research article** must be based on the language-related areas specified above in the item 2. The article should range in length from 2,500 to 8,000 words, including figures, tables, and references. An abstract, with 1 page of A5 or from 150 to 250 words, is accompanied by a list of three to five keywords arranged in order of the alphabet order.

4. The **academic article** should provide discussions on all aspects related to the language-related areas specified above in the item 2. It should range in length from 1,500 to 4,000 words, including references. An abstract, with 1 page of A5 or from 150 to 250 words, is accompanied by a list of three to five keywords arranged in order of the alphabet order.

5. The article must be written in standard American or British English. If the language used for writing is not the author's native language, the article must be thoroughly proofread by native speakers of the respective language, and it must be verified and signed by an English language expert in a form given before being sent to the editor.

6. The article must be carefully assessed for accuracy and quality of language before submission. It is necessary to make sure that the article has been thoroughly edited and proofread in compliance with an academic standard of English.

7. The article must be typewritten on single-sided A5 paper with 11-point Times New Roman font in single line spacing at 1.15. The top -left margins of 1.8 cm. and the bottom-right margins of 1.3 cm. are used.

8. The article must conform to the requirements of the guidelines prescribed by the Publication Manual of the American Psychological Association (APA), 7<sup>th</sup> Edition (2020).

9. The article submitted for publication in JEL must be carefully screened for plagiarism.

10. The article submitted for publication in JEL has not already been published elsewhere or is not under consideration by peer reviewers for publication in other journals.


11. The author must strictly comply with the criteria for the publication of academic and research articles set by the journal.

12. The article will be reviewed by at least three peer reviewers in the relevant fields. It is noted that the article published in the journal must be approved by at least two peer reviewers.

13. The Editorial board is responsible for the final decision regarding acceptance or rejection of the article published in the journal.

14. The author will be officially informed if his/her article is not accepted. However, the manuscript will not be sent back to him/her.

15. The title with 5-15 words in length should be a clear, concise, and informative description and accurately reflects the main scope and content of the article. It must be centered and written in bold typeface with 14-point Times New Roman (TNR) Font Size, Centered, Boldface, Title Case Heading; 1.15-Line Spacing: Fixed-12pt; Paragraph Spacing: Above Paragraph-6pt, Below Paragraph-6pt.

16. The name(s) of the author(s) must be centered between the side margins and typewritten in boldface with 10-point Times New Roman font, followed by number in order and hyperlink ORCID iD icon . The corresponding author's name must be followed by number in order, asterisk symbol, and the hyperlinked ORCID iD icon. Look at the example below:

**First Author<sup>1</sup>\*** , **Second Author<sup>2</sup>** , **Third Author<sup>3</sup>** 

17. The affiliation(s) of the author(s) must be written and set flush on the left using the italic face with 10-Point Time Roman font below the author's name. The affiliated institution, city/state, country should also be included respectively. Look at the examples below:

<sup>1</sup> *Buriram Rajabhat University, Buriram, Thailand*

<sup>2</sup> *Mahachulalongkornrajavidyalaya University, Ayutthaya, Thailand*

<sup>3</sup> *Buriram Rajabhat University, Buriram, Thailand*

18. Corresponding author's affiliation must be written as the footnote below the side margin on the bottom page and set flush on the left with 10-Point Time Roman font using asterisk as the footnote symbol. The corresponding author's affiliation must include E-mail address. Look at the example below:

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\*Corresponding author.

*E-mail address:* [suphakit.ph@bru.ac.th](mailto:suphakit.ph@bru.ac.th)

19. An Author who does not have an ORCID iD should register to get it. ORCID offers a Registry for free of charge at <https://orcid.org/register>. The ORCID offers a persistent digital identifier (an ORCID iD) for every other researcher. It can connect his/her iD with his/her professional information—affiliations and publications.

20. How to Create the hyperlink Green ORCID iD icon  to be Linked with URI (Uniform Resource Identifier)

(The First Page of the Article)

### **Research/Academic Article Title**

(Author's Name followed by Green iD icon)

First Author<sup>1</sup>\*, Second Author<sup>2</sup>, Third Author<sup>3</sup> 

20.1 Prepare for Green iD icon and your ORCID iD URI :

Your ORCID iD URI: <https://orcid.org/0000-0002-2119-8664>


Green iD icon: 

20.2. Click 'Copy' your ORCID iD URI: <https://orcid.org/0000-0002-2119-8664>

20.3 Move the cursor to green iD icon . Click on the green iD icon  and press the right mouse button.

20.4 Click 'Link' and paste your ORCID iD URI: <https://orcid.org/0000-0002-2119-8664> at address box:

20.5 Click 'OK'

20.6 Now the green iD icon can be linked to your ORCID iD URI when you click on it. Then use the green iD icon  after the author's name on the first page of the article.

[When you click on the green iD icon , it will be linked immediately to the author's ORCID iD URI.]

**NB:** For more your information, see “Guidelines on the display of ORCID iDs in Publications” via <https://orcid.org/content/journal-article-display-guidelines>

21. The components of manuscripts:

21.1 The research article consists of the following components:

- 1) Title
- 2) Name(s) of the author(s)
- 3) Affiliation(s) of the author(s)
- 4) Abstract
- 5) Keywords
- 6) Introduction
- 7) Literature Review
- 6) Research Objective(s)
- 7) Research Hypothesis/Hypotheses (optional)
- 8) Methodology
- 9) Results
- 10) Discussion
- 11) Recommendations
- 12) References (The 7<sup>th</sup> APA Referencing Style)

21.2 The academic article consists of the following components:

- 1) Title
- 2) Name(s) of the author(s)
- 3) Affiliation(s) of the author(s)
- 4) Abstract
- 5) Keywords
- 6) Introduction
- 7) Body of text
- 8) Conclusion
- 9) References (The 7<sup>th</sup> APA Referencing Style)

# Research Article Template

## Research Article Title

[Times New Roman (TNR) Font Size 14, Centered, boldface, Title Case Heading; 1.15-Line Spacing; Fixed-12pt; Paragraph Spacing: Above Paragraph-6pt, Below Paragraph-6pt]

**First Author<sup>1\*</sup>**  **Second Author<sup>2</sup>** , **Third Author<sup>3</sup>** 

[Authors' Name: TNR Font Size 10, Centered, Boldface, Title Case]

<sup>1</sup> *Buriram Rajabhat University, Buriram, Thailand*

<sup>2</sup> *Mahachulalongkornrajavidyalaya University, Ayutthaya, Thailand*

<sup>3</sup> *Buriram Rajabhat University, Buriram, Thailand*

**APA Citation:** [TNR Font Size 10, Flush Left, Boldface, Title Case Heading]

First author's last name, Initial(s) of first author's name., & Second author's last name, Initial(s) of second author's name. (2020). The article title: Sentence Case only. *Journal of English Language and Linguistics*, 1(1), 00-00. [TNR Font Size 10, Flush Left]

Received Date: month/day/year

Accepted Date: month/day/year

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**Abstract** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**Keywords:** Keyword 1, Keyword 2, Keyword 3

[TNR Font Size 11, Flush Left, Boldface, Title Case Heading]: [TNR Font Size 11, Regular, Sentence Case]

#1-line space; 1.15-line spacing

**Introduction** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

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\* Corresponding author.

*E-mail address:* xxxxxxxx@xxx.xx

**NB:** Describe briefly the significance of the study relevant to the statement of the research problems. Identify issues that are the research gaps and give a reason why the researcher(s) is/are interested in conducting the research. Remember to add your in-text citation using the 7<sup>th</sup> APA referencing style throughout this section.

#1-line space; 1.15-line spacing

### **Literature Review** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**NB:** Describe the significant resources of literature that contribute to your research. Remember to add your in-text citation using the 7<sup>th</sup> APA referencing style throughout this section.

### **Research Objectives** TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

1. [Add text here.] [TNR Font Size 11, Regular (Body), Justified]

2. [Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**NB:** The research objectives should be clearly identified to reflect the overall image of the research article.

### **Hypothesis/Hypotheses of the Study** (Optional) [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

#### **Methodology** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

*1. Research Design* [TNR Font Size 12, Italic, Left, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

#1-line space; 1.15-line spacing

**NB:** Describe the framework of research methods and procedures created to find the answers to research objectives/ research questions.

*2. Population and Samples* [TNR Font Size 12, Italic, Left, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**NB:** Describe population and samples used in your research, and present the information related to the samples, such as how the samples and the sizes of the samples are selected.

*3. Instrument(s) and Procedures* [TNR Font Size 12, Italic, Left, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**NB:** Describe you instrument(s) and procedures here. Explain how you constructed your instrument(s) and types of items you used. Report how you assessed the validity and reliability of the instrument(s) and whether you piloted it/them first before using it/them.

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*4. Data Collection* [TNR Font Size 12, Italic, Left, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**NB:** Describe how the study was conducted and explain how the data were collected.

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*5. Data Analysis* [TNR Font Size 12, Italic, Left, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**NB:** Describe the method by which statistical techniques are systematically applied to define and explain, condense, recapture and analyze the data.

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**Results** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**NB:** The results of the study should be explicit and informative, including statistics, tables, and figures (e.g., graphs and charts). The results of data should be interpreted and distributed to the reader in an objective, accurate and non-private manner.



To format the table in the 7<sup>th</sup> APA referencing style, follow the example given below:

**Table 1**

*Levels of EFL Students' Attitudes towards Using Online Dictionary*

Component of attitudes	M	SD	Levels of agreement
Affective component	3.40	0.94	Uncertain
Behaviour component	3.41	0.98	Uncertain
Cognitive component	3.42	0.97	Uncertain
Total (N=30)	3.41	0.96	Uncertain

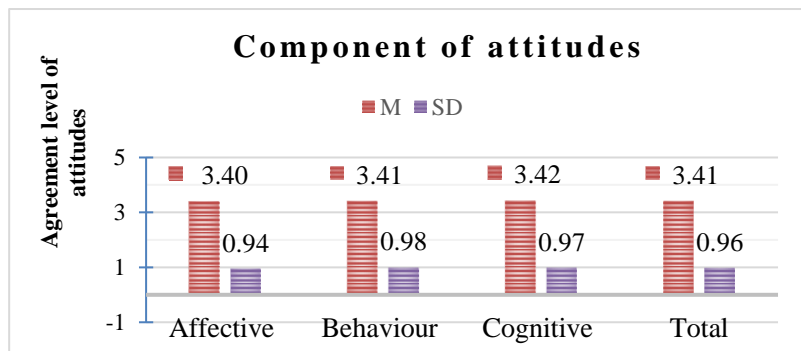
*Note.* M = mean; SD = standard deviation

**NB:** Type the word **Table** (not italicized) and the table's Arabic numeral (**Table 1**, **Table 2**, etc.), flush left. Double spaces below the table heading, type the title of the table in italics, with the title case heading style. If explanation of abbreviations, symbols or features is needed, give table notes directly below the table.

To format the figure in the 7<sup>th</sup> APA style, follow the example given below:

**Figure 1**

*Levels of EFL Students' Attitudes towards Using Online Dictionary*



**NB:** Type the word **Figure** (not italicized) and the figure's Arabic numeral (**Figure 1, Figure 2**, etc.), flush left. Double spaces below the figure heading, type the title of the figure in italics, with the title case heading style. If explanation of abbreviations, symbols or features is needed, give figure notes directly below the figure.

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## **Discussion** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**NB:** Results from the study are discussed, explained, and interpreted in the Discussion part. This part should explore the significance of the results of the study, not repeat them.

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## **Recommendations** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

### *1. Implications* [TNR Font Size 12, Italic, Left, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

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### *2. Further Studies* [TNR Font Size 12, Italic, Left, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**NB:** Describe the vital recommendations in the best way to proceed in a specific situation. The whole point of the recommendations is to provide a helpful guide that will not only solve certain problems but will result in a successful outcome.

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## **References** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**NB:** Authors must use the 7<sup>th</sup> APA Referencing Style throughout this section.

# Academic Article Template

## Academic Article Title

[Times New Roman (TNR) Font Size 14, Centered, boldface, Title Case Heading; 1.15-Line Spacing; Fixed-12pt; Paragraph Spacing: Above Paragraph-6pt, Below Paragraph-6pt]

**First Author<sup>1\*</sup>  Second Author<sup>2</sup> , Third Author<sup>3</sup> **

[Authors' Name: TNR Font Size 10, Centered, Boldface, Title Case]

<sup>1</sup> *Buriram Rajabhat University, Buriram, Thailand*

<sup>2</sup> *Mahachulalongkornrajavidyalaya University, Ayutthaya, Thailand*

<sup>3</sup> *Buriram Rajabhat University, Buriram, Thailand*

**APA Citation:** [TNR Font Size 10, Flush Left, Boldface, Title Case Heading]

First author's last name, Initial(s) of first author's name., & Second author's last name, Initial(s) of second author's name. (2020). The title of your article: Sentence Case only. *Journal of English Language and Linguistics*, 1(1), 00-00.

Received Date: month/day/year

Accepted Date: month/day/year

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**Abstract** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

**Keywords:** Keyword 1, Keyword 2, Keyword 3

[TNR Font Size 11, Flush Left, Boldface, Title Case Heading]: [TNR Font Size 11, Regular, Sentence Case]

#1-line space; 1.15-line spacing

**Introduction** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

#1-line space; 1.15-line spacing

[**NB:** Describe the background of the article and specify its scope.]

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\* Corresponding author.

E-mail address: xxxxxxxx@xxx.xx

## **Body of the Article**

The main headings must be written with TNR Font 12, Flush Left, Boldface, Title Case Heading. The subheadings, with TNR Font Size 12, Italic, Left, Title Case Heading, should be clearly categorized with a numbered item. Look at the example below:

### **Heading**

#### *1. Subheading,*

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

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##### *1.1 Subheading,*

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

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##### *1.2 Subheading, etc.*

[Add text here.] [TNR Font Size 11, Regular (Body), Justified]

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### **Conclusion** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

[Add text here.]

#1-line space; 1.15-line spacing

### **References** [TNR Font Size 12, Flush Left, Boldface, Title Case Heading]

[Add text here.]

**NB:** Authors must use the 7<sup>th</sup> APA Referencing Style throughout this section.