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# IDEA College JAR Guidelines for Authors



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<p><u>It is IMPORTANT to always make sure that the latest version of a policy document is consulted.</u></p>

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## 1. Introduction

Journals have become deeply embedded in academic publishing within higher education. IDEA College looks at its journal beyond providing a means of communication or a mere description of research findings and delves into the importance of theoretical and methodological robustness and innovation of research, reaching beyond national borders and attracting a global audience. The journal accepts original articles, book reviews and response papers.

This journal is a subsidiary of the parent institution *IDEA College, a Higher Education Institution accredited by the Malta Further and Higher Education Authority based in Malta*. It is an open-access publication, published biannually, with publications issued in June and December.

The IDEA Journal of Applied Research (IDEA JAR) is a multidisciplinary and peer-reviewed open access scientific journal (ISSN 2958-3691), issued both in printed and online version, which publishes original research papers on various fields. The journal is dedicated to the advancement of interdisciplinary research and practices across diverse fields. Abstracts are reviewed by a dedicated committee within the editorial board for originality, depth of analysis, structure, and contribution to the field of study.

The scope of the IDEA JAR is to publish conceptual, methodological, empirical or applied studies and to provide an important an important reference for the advancement and dissemination of research results that support high-level research. The IDEA Journal of Applied Research promotes a suitable and accessible intersection between academia and industry as it is a source of dissemination of scientific information that can support practices and/or strategic decisions.

Refer to: Doc\_197\_25: IDEA College Journal of Applied Research Policy

## 2. Aim and Scope of Guidelines

The Guidelines for Authors aim to provide clear instructions on manuscript preparation, submission procedures, and ethical considerations to ensure a smooth and efficient review process. These guidelines assist authors in aligning their submissions with the journal's standards, ensuring high-quality and ethically sound research publications.

They provide comprehensive instructions on manuscript submission, covering formatting requirements, authorship criteria, ethical compliance, plagiarism policies, citation styles, and editorial procedures.

Designed for researchers across all relevant disciplines, these guidelines clarify expectations from initial submission to final acceptance.

*To support this document reference to related policies will be made. The final two (2) digits in a Document Code refer to year of development/review. In cases where a more recent review than the one indicated in this document exists, the reader is to refer to the most recent version.*

### 3. Definitions

Article / Paper	For the purpose of this document, the terms "article" and "paper" are used interchangeably.
Authors	The <i>authors</i> of an article or manuscript submitted for review in an academic journal are the individuals who have made substantial intellectual contributions to the research and writing of the paper. They are credited as authors based on significant involvement in at least some of these stages of the research process, and they share accountability for the accuracy, integrity, and ethical standards of the manuscript.
Curating	Ensuring that the content aligns with the journal's focus, standards, and readership.
Editor	The term refers to the individual responsible for evaluating the final revised draft of a manuscript. and who forwards recommendations to the Editorial Board.
Evaluating a manuscript	This refers to the role of the Editors, who focus on assessing the quality, validity, and suitability of the manuscript for publication. It involves making a judgment about whether the manuscript meets certain standards or criteria.
Examining a manuscript	This refers to the role of Peer Reviewers who carry out a detailed examination of the manuscripts, providing constructive feedback and suggestions for improvement to the authors.
Manuscript	A manuscript for review is an unpublished, structured draft of scholarly work submitted to a journal for critical examination and evaluation by experts before it can be considered for formal publication.
Peer Reviewer	The term refers to the individual assigned to examine a submitted manuscript, provide constructive feedback for improvement to the author during the drafting process until the author submits the revised draft to the Editor.
Review Process	This term refers to the overall process of examining and evaluating the manuscript, involving both the peer reviewers and the editors.

### 4. Acronyms

JAR	Journal of Applied Research
ISSN	International Standard Serial Number
DOI	Digital Object Identifier
ORCID	Open Researcher and Contributor ID number

## 5. Paper Types

IDEA JAR typically accepts a variety of paper types, depending on their scope and focus. Common types include:

### 1. Original Research Articles

- Present new findings based and follow a standard structure: Introduction, Methods, Results, Discussion, and Conclusion.
- Include theoretical, practical, analytical and research articles.
- Typically, the length of the text is less than 3,000 words including maximum of 4 tables and 4 figures; references are within 50 in number.

### 2. Review Articles

- Summarize, analyse, and synthesize existing research on a specific topic.
- May be Scoping Review, Integrative Review, Systematic Analysis or Meta-Analysis is recommended.
- Typically, the length is less than 5,000 words including tables and figures.

### 3. Case Studies / Case Reports

- Case reports will be welcomed; however, a report with not a single but several cases will be recommended and should not exceed 1500 words including tables and figures; references are within 20.
- Detailed analysis of specific cases, often used in e.g., medical, legal, and social sciences.
- Highlight unique findings or practical applications.



## 6. The Review Process

Refer to: *Doc\_197\_25: IDEA College Journal of Applied Research Policy – Section 12 Review Policy and Procedures for IDEA JAR*

The *IDEA Journal of Applied Research (IDEA JAR)* upholds a rigorous review process to ensure the quality, credibility, and integrity of published research. All submissions undergo a thorough examination and evaluation by expert reviewers and editors, selected based on their expertise and relevance to the manuscript's subject area.

### 6.1. The Review Model

The journal employs a structured review process designed to ensure rigorous and impartial evaluation of submitted manuscripts. The Review Process is designed to provide constructive feedback to authors, maintain academic rigor, and uphold ethical publication standards.

At IDEA College, the Review Process is carried out in two stages:

**Stage 1 - Peer Review:** This refers to the process in which Peer Reviewers examine the manuscript and provide feedback to the authors for improvement while the latter are in the process of writing.

**Stage 2 - Editorial Review:** This refers to the role that Editors play in reviewing manuscripts. The Editors as Editorial Board Members conduct a blind review of final draft submissions and forward their recommendation to the Editorial Board.

### 6.2. The Review Process

The review and publication process involves several structured steps to ensure rigorous evaluation and quality assurance for all submitted manuscripts:

1. **Submission of First Draft** – The Authors submit the first draft of their manuscript to the Editorial Assistant, who is responsible for assigning a Peer Reviewer and forwarding the draft accordingly.
2. **Feedback on First Draft** – The manuscript is reviewed by peer reviewer who provides detailed constructive feedback to the Author for revision.
3. **Submission of Second Draft** – Authors revise and resubmit the manuscript to the Peer Reviewer, addressing feedback and making necessary improvements.

#### 4. Final Draft Submission –

- a) In the case of further submissions required, Authors submit the final version of their manuscript to the Editorial Assistant (keeping the Peer Reviewer in copy), incorporating all revisions and final adjustments.
- b) In cases where the Peer Reviewer does not ask for any amendments/improvements from the author on the first submitted draft, the first draft is considered as the final draft. Authors submit their manuscript to the Editorial Assistant (keeping the Peer Reviewer in copy).

#### 5. Final Feedback and Recommendation – The revised manuscript is forwarded by the Editorial Assistant to the Editor who reviews, evaluates and recommends to the Editorial Board and Editor-in-Chief as follows:

- a) **Accept:** The manuscript is accepted as is or with minor revisions.
- a) **Major Revisions:** The manuscript requires significant revisions, and the Author is given a specified period to revise and resubmit. The manuscript may undergo a second round of peer review. At this point the Author may continue with the same Peer Reviewer or be assigned a new Peer Reviewer.
- b) **Reject:** The manuscript is not suitable for publication, and the decision is communicated to the Author along with feedback.

The Editor's recommendation to the Editorial Board is relayed via the Editorial Assistant.

#### 6. The Editorial Board and the Editor-in-Chief consider the Editor's recommendation and feedback before making the final editorial decision. The Editor-in-Chief may give direction regarding the final decision.

#### 7. Proofreading and Compilation of Papers – The final drafts undergo thorough proofreading by the Editorial Assistant(s), for errors, consistency, and formatting, followed by compilation of all accepted papers.

#### 8. Design and Print Journal – The journal is formatted, designed , and prepared for print or digital publication by the Designer.

#### 9. Publication of Journal – The journal is officially published and made available to the academic community.

- The journal is made available on various scientific platforms where it has been indexed, increasing its credibility and making its articles searchable and accessible to researchers, institutions and the public.

This process ensures a thorough, fair, and transparent approach to manuscript evaluation and publication.

## 7. Manuscript Submission

IDEA Journal of Applied Research (IDEA JAR) ensures that the publications meet the standards of quality, reliability, and credibility.

Authorship in IDEA JAR gives credit to individuals who have made significant intellectual contribution in the research study. It signifies responsibility for the content and ensures accountability for ethical and scientific integrity.

- a) **Authorship Criteria:** Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the submitted study. Transparency about the contributions should be explained.
- b) **Eligibility for Publication:** Manuscripts are considered eligible for publication, if the articles align with IDEA JAR's focus, showcasing the results of the authors' theoretical and experimental research.
- c) **Language:** Manuscripts must be submitted in English only. You are advised to write the text in good English (British usage is recommended).
- d) **Content Requirements:** Articles should address specific problems or tasks, delineating their essence, proposing solutions, and outlining methods. Each submission should demonstrate relevance to the scientific community, present scientific perspectives on the issue, and introduce novel findings. Descriptive articles may be published at the discretion of the editorial board.
- e) **Originality:** The submitted article must be original and not previously published or under consideration by other journals.
- f) **Ethical Considerations:** Studies in patients or volunteers require ethics committee approval and informed consent, which must be documented in the article. The same applies to any chemical, physical, psychological, or ergonomic hazards that may involve the use of animals or humans, in which case a statement of "Hazards and human or animal subjects" must be issued/signed by the authors. The risks must be explained, as well as the protective and mitigation actions used. Studies in populations at risk, violence and social vulnerability need to be followed by a term of responsibility and scientific relevance that explain the means of the study. Submissions must be accompanied by a signed Ethical Statement.  
Refer to:  
*Doc\_196\_25 IDEA College Ethics Policy*  
*JAR-AEDS\_206\_25: JAR Author Ethical Declaration Statement*
- g) **Conflict of Interest:** All submissions must include disclosure of all relationships that could be viewed as a potential conflict of interest.
- h) **Acknowledgments:** Proper acknowledgment of the work of others, in terms of academic, professional, technical or financial support, must always be given.

- i) **Plagiarism Check:** All articles are subject to the plagiarism verification process, which includes AI misuse, using Turnitin software. Submissions with less than 80% originality will be rejected.  
Refer to: *Doc\_017\_23 Recognising and Avoiding Plagiarism Policy and Procedure*
- j) **Provision of Raw Data:** Authors may be asked to provide the raw data in connection with a paper for editorial review and should be prepared to provide public access to such data.
- k) **Submission Process:** Papers can be submitted via the official IDEA Collage website or emailed to [research@ideamalta.com](mailto:research@ideamalta.com). The submission should be named with the author's initials, surname, and date (e.g., J\_Doe\_21.06.2024). Authors will receive an automatic confirmation upon submission and a tracking link within 10 working days to monitor their publication status.
- l) **Publication Confirmation:** Authors will be notified of their manuscript's acceptance and can track the publication status through a provided link.
- m) **Research Promotion:** Once the article is published, you can promote it for greater impact for your research. Sharing research, accomplishments and ambitions with a wider audience makes you more visible in your field. This helps you get more cited, allowing you to cultivate a stronger reputation, promote your research, and advance your career.
- n) **Manuscript Template:** To ensure that the publication meets the standards of quality, reliability and credibility required by the journal, download the template and follow the instructions.

Refer to Section: [Manuscript Template](#)

Article submission and evaluation are free.

These guidelines ensure that IDEA JAR publications are of the highest academic and ethical standards, contributing valuable knowledge to the broader scientific community.

## 8. Manuscript Template

To ensure that the publication meets the standards of quality, reliability and credibility required by the journal, download the template and follow the instructions.

The manuscript submission template is designed to help authors format their research papers according to the journal's specific guidelines. It provides a structured format, ensuring consistency and clarity in presentation.

Using the template facilitates a smoother review and publication process by standardizing elements such as title, abstract, headings, references, and figures.

Authors are encouraged to follow the template carefully to ensure their submission meets the journal's requirements and is prepared for efficient peer review and publication.

Refer to section below: [Article Structure and Style of Presentation](#)

### 8.1. Use of word-processing software

It is important that the file be saved in the native format of the word processor used. The text should be in single-column format. Keep the layout of the text as simple as possible. Provide the original file of the images used in the text. Tables must follow the text formatting (margins, font and size).

To avoid unnecessary errors, you are strongly advised to use the "spell-check" and "grammar-check" functions of your word processor.

## 9. Article Structure and Style of Presentation

A manuscript for The IDEA Journal of Applied Research (IDEA JAR) must be presented and formatted according to the editorial requirements.

### 1. Formatting Guidelines:

- a) **Columns of text:** The text should be in single-column format. Keep the layout of the text as simple as possible.
- b) **Font and Margins:** Throughout the text, it is recommended to use Arial font, size 10, with single spacing and 2.0 cm margins.
- c) **Alignment:** Use justified alignment (distributed text evenly between the margins) and paragraph indentation on the first line (1.27 cm).
- d) **Line-spacing:** Line-spacing should be single-line space throughout all body text, including abstract, references, endnotes, and appendices. Use one space, not two spaces, between sentences.
- e) **Pages:** Number all pages in your manuscript, starting with the Title/Abstract Page.
- f) **Headings:** Subheadings can be created accordingly. The IDEA JAR uses only three levels of headings.
  - Main headings designate your major sections. Centre main headings and use all capitals.

- Second-level headings should be aligned with the left margin, and only the first letter of major words should be capitalized.
  - Third-level headings should be indented and italicised; begin the first word with a capital, end the heading with a full stop, and then continue with your text.
  - Do not use a fourth level of headings.
2. **Cover Page:** The cover page must consist of: Title, Authors (name and affiliations), Corresponding Author (full name, postal address, email and telephone numbers).
  3. **Title:** Should not exceed 15 words, avoiding uncommon abbreviations and formulas. It must succinctly reflect the paper's content.
  4. **Author/s:** Authors must have ORCID (Open Researcher and Contributor ID) number and need to inform this number in the cover page. If you do not have the researcher ID number, please register through the following link: <https://orcid.org/register>  
The sequence should reflect the extent of each author's contribution.
    - Corresponding Author: Provide the full name and email address.
  5. **Abstract:** A concise summary of 150-200 words covering the topic's relevance, research objectives, methodology, results, and principal conclusions. It should not contain references or images/tables.
  6. **Graphical Abstract (Optional):** Authors may include a graphical abstract, such as an infographic, chart, or image, summarising the main findings. While not mandatory, it is encouraged for students and early-career researchers to visually represent the core ideas of their work.
  7. **Keywords:** 8-10 words or phrases that encapsulate the article's main themes, separated by semicolons.
  8. **Main Text:** Should consist of Introduction, Materials and Methods, Results, Discussion, and Conclusion. Variations in structure, such as merging or dividing sections, are permissible to maintain logical coherence. Subsections may be used as needed.
    - a) **Introduction:** Background information, research justification, literature review, research problem statement, and study objectives.
    - b) **Materials and Methods:** Detailed account of study design, research methods, data collection and analysis procedures, and result verification. Should detail both general and specific methodologies applied.
    - c) **Results:** Presentation of the study's findings and solutions to the research problem, supported by text, tables, graphs, diagrams, equations, photographs, and drawings as necessary. Results and Discussion sections may be combined or separate.
    - d) **Discussion:** Interpretation of findings, comparison to the initial hypothesis, study limitations, practical implications, and future research directions.
    - e) **Conclusion:** Concise summary of the paper's key points without reiterating previous sections.

9. **References:** The British Harvard reference style for citing sources of information and creating the reference list should be used. A guideline can be provided to help authors. To access the guidelines on the British Harvard Reference System,

Refer to: *EX-[Doc\_069\_22]-RLB - Extract from Doc\_069\_22 Guidelines for Presentation of Assignments for Reference List and Bibliography*

10. **Highlights:** 3-5 bullet points underscoring the research's significance, innovative methodologies, primary outcomes, scientific contributions, and practical applications.
11. **Footnotes:** Footnotes should be used sparingly. Please keep them short. Citations to the literature should be included in the text, not in the endnotes. Refer to Section: Footnotes and Endnotes
12. **Appendices:** Materials supporting the content of the manuscript may be inserted as an appendix. Use this section sparingly. Appendices, if more than one appendix, should be identified as A, B, etc.
13. **Figures and Tables:** Number the figures and tables according to their sequence in the text. Check the quality and ensure that each illustration has a caption. Place footnotes to tables below the table body. Tables must follow the text formatting (margins, font, and size). Check that the sequence of any numbered elements (tables, figures, equations, etc.) is correct. Refer to Section: Style Guide - Tables and Figures
14. **Abbreviations/acronyms:** Abbreviations/acronyms should be explained/described at the first occurrence in the text. A list of abbreviations/acronyms must be provided. It is recommended to use abbreviations/acronyms following internationally accepted rules and conventions.
15. **Mathematical Entries:** Double check all mathematical entries in the manuscript before submission. Write out numbers below 10. Insert leading zeros before decimal points in text and tables (e.g., '0.3' rather than '.3'). Report only two decimal places for statistics.
16. **Final Content:** Place references, figures, tables, and appendices at the end of your manuscript. Each component should begin on a new page. Provide the original file of the images used in the text.
17. **Spell-Check:** To avoid unnecessary errors, you are strongly advised to use the "spell-check" and "grammar-check" functions of your word processor. Use of Grammarly might be helpful.
18. **Plagiarism: Note:** Check for evidence of plagiarism. You may wish to use free software such as CopySpider Software and download the report. The Editorial Board reserves the right to request that the author submits in a separate file:

- A description of the main changes made to the article and the justifications for the corrections that were not made.
- If CopySpider has indicated similarity greater than 25%, a justification for this.
- The plagiarism check file, and the page containing the summary result of similarity.

Refer to *Doc\_017\_23 Recognising and Avoiding Plagiarism Policy and Procedure*.

19. **Co-Author/s:** For every co-author, the following information is required:

- Name and Surname
- Affiliation (Full name of the organisation, division of the organisation, position, title, academic degree and address)
- E-mail address

These elements are essential to ensure that submissions are comprehensive, coherent, and conducive to scholarly discourse.

## 10. Research Misconduct

The journal upholds high standards of academic and research integrity. Authors are expected to ensure that their submissions represent original work, properly cite all sources, and adhere to ethical research and publication practices.

Any form of research misconduct – including but not limited to plagiarism, data fabrication or falsification, unethical research practices, or improper authorship – will not be tolerated. Submissions found to violate these standards may be rejected or retracted.

Where concerns arise regarding the ethical conduct of a submission, appropriate steps will be taken to address the matter in accordance with best practices in academic publishing.



## 11. Readability

The IDEA JAR manuscripts are judged not only on scholarly contributions to international scientific studies, but also on their clarity and whether they can be read and understood. Hence, the following guidelines should be followed:

- a) Write in an interesting, readable manner. Vary your sentence structure. Keep sentences short so the reader does not get lost before the end of a sentence. Do not write long, run-on paragraphs.
- b) Put sentences in the active voice ("I did") instead of the passive voice ("It was done") to make it easy for readers to see who did what. Use the first person ("I" or "we") to describe what you did.
- c) Avoid using heavily technical terms that few readers are likely to understand. If you do use technical terms, either conceptual or analytical terms, define them when they first appear in the text.
- d) Check and correct spelling and punctuation before submitting your manuscript. Be consistent in your capitalization, spelling, hyphenation, and formatting throughout the manuscript.

## 12. Style Guide - Tables and Figures

Extracted from *Doc\_069\_22 Guidelines for Presentation of Assignments*

Line drawings, maps, charts, graphs, diagrams, photos, etc. should all be labelled as figures. Number tables and figures consecutively, using Arabic numerals, in order of appearance (one series for tables, one for figures). Long tables that have many panels should preferably be broken into separately numbered tables. Each table or figure must have at least one sentence in your text that introduces it.

In-text references to tables should be in sequential order throughout the paper. A table should be understandable on its own. The text should highlight the main points in a table and summarize its message, but not duplicate the details. Tables should not have any lengthy introductory text; any necessary notes should be included as footnotes to the table and should not repeat text from the body of the paper. Indicate the position of each table and figure in the text ("Figure 1 goes about here") on the page where it is introduced.

Figures and tables should be placed at the end of the manuscript. Each figure or table should begin on a new page. Titles of tables and figures should be short and descriptive. They should not contain acronyms, abbreviations, or symbols. The number and title for each table or figure should be typed on separate lines. Make sure the necessary measures of statistical significance are reported with each table. Cite sources directly below each table or figure. Do not insert tables in your document as pictures.

All tables should be editable in Word. Embedded Excel worksheets are acceptable, provided the author has considered the amount of data that can reasonably fit on a journal page. Tints are not acceptable in figures as they do not reproduce well in printing.

Example:



Figure 1: Analysis of 4 Ps of Marketing

Source: Kotler et al., 1993, Figure 6.1, p. 36.

	7Ps	4Ps
<b>Strengths</b>	More comprehensive More detailed More refined Broader perspective Includes participants/ people and process It is a model Standardization Signals marketing theory	Simplicity and ease of understanding Easy of memories Good pedagogic tool, especially for introductory marketing Parsimony Useful conceptual framework Ability to adapt to various problems
<b>Weaknesses</b>	More complicated Extra elements can be incorporated in 4Ps Controllability of the three new elements	Too simple Lacking people, participants and process Physical marketing Service Lack of connection/integration between variables State nature of 4Ps

Table 1: Analysis of the 4/7Ps of Marketing

Source: Kotler et al., 1993, Figure 6.1, p. 37.

## 13. Footnotes and Endnotes

Extracted from *Doc\_069\_22 Guidelines for Presentation of Assignments*

At times you may be required to use footnotes or endnotes in your article, to supplement or explain the main text, or to note a point regarding your sources. Footnotes refer to any notes at the bottom of the page whereas endnotes are used at the end of your work. Both are numbered in one single sequence throughout your assignment. The font used is usually one size smaller than the font in the main text. Microsoft word has a footnote/endnote function that you can select which will create them automatically. This can be found on the 'Insert' Tab on the tool word in Microsoft Word.

## 14. Submission Checklist

Ensure that the following items are present:

One Author designated as corresponding Author (E-mail address; Full postal address; Telephone numbers)	
Manuscript has been "spellchecked" and "grammar-checked"	
References are in the correct format for this journal	
All references mentioned in the Reference list are cited in the text, and vice versa	
Permission has been obtained for use of copyrighted material from other sources (including the Web), when necessary	
Figures are legible and of good quality.	

## 15. Timeframes toward the Publication of JAR

Minimum Estimated Work Duration*	
Deadline for submission of 1st draft paper	Day indicated
Feedback on first drafts of papers - Peer Reviewer Cycle	4 weeks cycle
2nd Draft of Papers - Editor Cycle	3 weeks cycle
Receive final drafts of papers - Editor's Recommendations to Board	Day indicated
Editorial Board Decision	Day indicated
Proof-reading and Compilation of Papers	4 weeks
Design/Print Journal	4 weeks
Publication of Journal	Day indicated

**\* *Nota Bene***

a) These timeframes serve as general guidelines outlining the JAR time period.

b) Specific dates are communicated to all stakeholders prior to the commencement of a publication cycle.

c) The timeframes provided exclude the time required for administrative tasks related to coordination and communication.

## 16. The Editorial Board

The composition of the Editorial Board shall be as follows:

- a) The Editor-in-Chief;
- b) The Editorial Review Board Members (the editors/peer reviewers);
- c) The Editorial Assistant(s); and
- d) The Advisory Board Member(s) as needed.

## 17. Appeals Process

If authors disagree with the editorial decision, they may appeal to the Editorial Board, outlining their concerns and providing justification for their appeal. The Editorial Board will review the appeal and make a final decision, which may involve additional review or reconsideration of the manuscript. The authors may be asked to resubmit.

## 18. Journal ISSN

An International Standard Serial Number (ISSN) is an eight-digit serial number used to uniquely identify a serial publication, such as a magazine or journal. In addition, ISSN is a unique number used to identify a print or electronic periodical (journal) title.

<https://www.issn.org/services/requesting-an-issn/>

## 19. Manuscript DOI

DOI: Digital Object Identifier (DOI) is used to uniquely identify online objects such as journal articles or data sets.

How to generate a DOI number

<https://www.doi.org/faq.html>

## 20. Supporting Documents

- Doc\_197\_25 IDEA College Journal of Applied Research Policy
- Doc\_196\_25 IDEA College Ethics Policy
- Doc\_017\_23 Recognising and Avoiding Plagiarism Policy and Procedure
  
- JAR\_PEC\_201\_25 IDEA College JAR - Paper Evaluation Criteria.
- JAR\_MT\_205\_25 IDEA JAR Manuscript Template
- JAR-AEDS\_206\_25 JAR Author Ethical Declaration Statement
- EX-[Doc\_069\_22]-RLB - Extract from Doc\_069\_22 Guidelines for Presentation of Assignments for Reference List and Bibliography



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