Formatting Rules for Manuscript Submission

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All authors must follow the journal's formatting guidelines to ensure uniformity, clarity, and ease of peer review and publication. Submissions not adhering to these rules may be returned for revision.

1. File Format

- Submit manuscripts in Microsoft Word (.doc or .docx) format.

- Do not submit PDFs.

2. Document Style

- Font: Calibri (for English), Kruti Dev 010 (for Hindi)

- Font Size: 12 pt

- Line Spacing: 1.5

- Paragraph Alignment: Justified

- Margins: 1 inch on all sides

- Page Numbers: Bottom-center of each page

3. Manuscript Structure

1. Title Page

   - Title of the article (bold, centered)

   - Author(s) full name, affiliation(s), email ID(s)

   - Corresponding author must be clearly indicated

2. Abstract

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  - 150-250 words

  - Include purpose, methodology, results, conclusion

  - Keywords: 3-6 keywords (after abstract)

3. Main Text Sections

  - Introduction

  - Methodology/Materials and Methods

  - Results

  - Discussion

  - Conclusion

4. References

  - Must be cited in-text and listed at the end

  - Follow either APA 7th or MLA referencing style

5. Tables and Figures

  - Insert within the text at appropriate positions

  - Include titles above and source/notes below

  - Must be numbered (e.g., Table 1, Figure 1)

4. Headings Style

- Main Headings: Bold, ALL CAPS

- Subheadings: Bold, Title Case

- Sub-subheadings: Italicized, Sentence case

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5. Citations and References

- Use APA (American Psychological Association) or MLA consistently.

- Examples:

  - APA In-text: (Sharma, 2021)

  - MLA In-text: (Sharma 2021)

  - APA Ref: Sharma, R. (2021). Higher Education Trends. Delhi: EduPress.

  - MLA Ref: Sharma, Rajendra. Higher Education Trends. EduPress, 2021.

6. Other Important Rules

- Avoid footnotes; use endnotes if necessary.

- Do not use multiple fonts or colors. Stick to black text.

- Use proper language and academic tone.

- All manuscripts must be proofread before submission.