

**Guidelines for submitting articles to be published in *Journal of Liberal Arts*:**

1. The articles should relate to Journal's aim and scope.
2. The articles should be clearly titled and enclosed with information on the writers' name and surname, title of educational background, workplace, position and contact address in English.
3. The articles' abstracts must be in English of approximately 300 words in length.
4. The articles could be research articles, review article, or book reviews or miscellaneous articles.
5. The articles must be written in Thai, in English or in other languages. (If written in English or in other languages, it should be proof-read by native speakers before submitted.)
6. The articles must not have been previously published or in the process of publication.
7. All articles will be peer-reviewed by at least 2 experts in the relevant fields.
8. The author of article published in journal will receive 2 copies of journal as the compliments.
9. Hard copies and electronic copies of rejected articles will not be returned to the author.
10. The articles must follow the following guidelines;

## A copy of the manuscript

### 1) Page setup

- Type in single-sided B5, single spaced.

- Margins

Top	3.46 cm	Bottom	2.54 cm
Left	3.00 cm	Right	2.54 cm

### 2) Text layout and character formats

- Content

Text	Alignment	Font Style	Font	Size
Title	Center	Bold	Browallia New	18
Author (s)	Center	Italic	Browallia New	14
Affiliation (s)	Center	Normal	Browallia New	12
Abstract Heading	Center	Bold	Browallia New	14
Abstract Content	Justified	Normal	Browallia New	12
1 <sup>st</sup> Level Heading	Left	Bold	Browallia New	14
2 <sup>nd</sup> Level Heading	Indented	Bold	Browallia New	14
Main Text	Justified	Normal	Browallia New	14
Emphasis	-	Bold	Browallia New	14
Table Content	-	Normal	Browallia New	12
Notes	-	Italic	Browallia New	14
Page number	Center, below	Normal	Browallia New	10

- Figures and tables

Type "**Table...**" (Bold, font size 12), the table's names (Regular) above at the center of the table. The table must fit well in the text.

Type "**Figure...**" (Bold, font size 12), the figure's names (Regular) above at the center of the figure.

### 3) References

Type "**References**" with Browallia New, Bold at the center of the page. Use APA system in the reference list and use the same font style and font size as in the main text. (See <http://www.apastyle.org/manual/index.aspx>)

#### **Examples**

##### Book

##### Book with one author

Adair, J. (1998). *Effective time management: How to save time and spend it wisely*. London: Pan Books.

##### Book with two authors

McCarthy, P., & Hatcher, C. (1996). *Speaking persuasively: Making the most of your presentations*. Sydney: Allen and Unwin.

##### Book with three to seven authors

Luffman, J. M., Bulleen, C.V., Liano, A. D., McLeod, P. K., Nash, E. O., Schell, G. E., & Neuman, C. C. (2004). *Information technology resources management* (2nd ed.) Upper Saddle River, NJ: John & Sons Press.

##### Book with eight or more authors

Mercer, D. W., Kent, A., Nowicki, S. D., Mercer, D., Squier, D., Choi, W., ... Morgan, C. (2004). *Beginning PHP5*. Indianapolis, IN: Wiley.

##### Book-Second or later edition

Barnes, R. (1995). *Successful study for degree*. 2nd ed. London: Routledge.

##### Book by same author in the same year

Napier, A. (1993a). *Fatal storm*. Sydney: Allen and Unwin.

Napier, A. (1993b). *Survival at sea*. Sydney: Allen and Unwin.

##### Book with an editor

Danaher, P. (Ed.). (1998). *Beyond the ferris wheel*. Rockhampton: CQU Press.

##### If you have used a chapter in a book written by someone other than the editor

Byrne, J. (1995). Disabilities in tertiary education. In Rowan, L., & McNamee, J. (Eds.). *Voices of a Margin*. Rockhampton: CQU Press.

##### Books with an anonymous or unknown author

*The University Encyclopedia*. (1985). London: Roydon.

Government publications

Department for education and Employment (DfEE). (2011). *Skills for life: The national strategy for improving adult literacy and numeracy skills*. Nottingham: DfEE Publications.

Conference papers

Hart, G., Albrecht, M., Bull, R., & Marshall, L. (1992). Peer consultation: A professional development opportunity for nurses employed in rural settings. In *Infront Outback-Conference Proceedings* (pp. 143-148). Toowoomba: Australian Rural Health Conference.

Newspaper articles

Cumming, F. (April 4, 1999). 'Tax-free savings push'. *Sunday Mail*. p. 1.

Journal article

Muller, V. (1994). Trapped in the body: Transexualism, the law, sexual identity. *The Australian Feminist Law Journal*, 3 (August), 103-107.

Journal article from CD-ROM, electronic database, or journal

Skargren, E.I., & Oberg, B. (1998). Predictive factors for 1-year outcome of low-back and neck pain in patients treated in primary care: Comparison between the treatment strategies chiropractic and physiotherapy. *Pain* [Electronic version], (vol. 77, no. 2). Retrieved Feb 8, 1999, from Elsevier/ScienceDirect/0304-3959(98)00101-8.

World Wide Web page

Young, C. (2001). *English Heritage position statement on the Valletta Convention*. Retrieved Aug, 24, 2001, from <http://www.archaeol.freeuk.com/EHPositionStatement.htm>

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