The Title Should be in Sentence Case and Centered Across the Page (It should be typed in 14-point Times New Roman)

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 ABSTRACT

*Place your abstract in this section. It should be formatted with single spacing and typed in Times New Roman, font size 10. Ideally, the abstract should be between 200 and 250 words. It should be clear and descriptive, providing concise information on the problem addressed. This should be followed by a brief description of the methodology and a summary of the results. Conclude the abstract with a comment on the significance of the results or a brief conclusion. No table, figure, citation, or reference shall be included in the abstract. The manuscript must be saved in Microsoft Word format (.docx/.doc).*

*Keywords: Maximum of 5 keywords separated by semi-colon (;)*

**1. KEY REQUIREMENTS**

This document outlines the guidelines for preparing and submitting manuscripts. Please use this template for preparing your manuscript. The following lists the essential requirements for an article to be published in JCCaSS:

* the page size should be A4;
* pages should contain page numbers;
* all articles mustcontain an abstract;
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* The manuscript's similarity index should be below 15%.
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The title should be in sentence case, centered across the page, and typed in 14-point Times New Roman. The title should be followed by a list of all authors’ names and their affiliations. Author names should be typed in Times New Roman, font size 9. The authors’ affiliations follow the author list. If there is more than one address then a superscripted number should come at the start of each address; each author should also have a superscripted number or numbers following their name to indicate which address, or addresses, are the appropriate ones for them. Type an asterisk (\*) right after the name of the corresponding author.

**2. FORMATTING THE TEXT**

The text of your article should start on the same page as the abstract. Any Acknowledgments should be placed immediately after the last numbered section of the paper, and any appendices after the Acknowledgments section.

The text of your paper should be formatted as follows:

* 11-point Times or Times New Roman.
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The use of sections to divide the text of the paper is optional and left as a decision for the author. Where the author wishes to divide the paper into sections the formatting shown in Table 1 should be used.

|  |
| --- |
| **Table 1.** Formatting sections, subsections, and subsubsections. |
|  | Font  | Spacing |
| Section | 11-point **Times bold** | 1 line space before a sectionNo additional space after a section heading |
| Subsection | 11-point *Times Italic* | 1 line space before a subsectionNo space after a subsubsection heading |
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Sections should be numbered with a dot following the number and then separated by a single space:

* sections should be numbered 1., 2., 3., etc
* subsections should be numbered 2.1, 2.2, 2.3, etc
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**3. FIGURES AND TABLES**

Figures and tables should be numbered serially and positioned (centred on the width of the page) close to where they are mentioned in the text, not grouped together at the end. Captions should be placed at the bottom of the figure and top of the table, with font size 10-point and should have a full stop (period) at the end.



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There are no restrictions on the use of colour in the online version of your article. However, you should bear in mind that any print version of your article is likely to be in black and white which may make coloured lines difficult to distinguish.

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* the volume number in bold type;
* the article number or the page numbers.

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Examples of references:

Harun, S. N., Hanafiah, M. M., & Noor, N. M. (2022). Rice straw utilisation for bioenergy production: A brief overview. *Energies*, 15(15), 5542.

Noor, N. M., & Abdul Maulud, K. N. (2022). Coastal vulnerability: a brief review on integrated assessment in Southeast Asia. *Journal of Marine Science and Engineering*, 10(5), 595.

Acknowledgments

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