****

**Hetauda Campus**

**Hetauda-4, Makawanpur District, Bagmati Province, Nepal**

**Research Journal of Hetauda Campus**

# About the Journal

Hetauda Campus is a non-profit community campus located in Hetauda, Makawanpur, Nepal and the campus was established as branch campus of Ratna Jyoti College, Kathmandu in 2045 BS. The local community realized the autonomy of the campus. After two years, it was changed into Hetauda Campus in 2047 BS. The institution is working to receive QAA certificate from UGC Nepal.

The campus is publishing peer reviewed journal entitled "Research Journal on Social Science" in yearly basis. This journal publishes original research articles in various streams such as Social Science, Education and Management dealing with wide range of issues. The main aim of the journal is to encourage all students, faculties, and researchers to engage in research, carry out research work and provide global platform for all scholars as well as to reduce the research gap which was done already in past.

# Submission Guidelines

Contents

[About the Journal](#_Toc31375942)

[Submission guidelines](#_Toc31375943)

[**Contents**](#_Toc31375944)

[Content Size](#_Toc31375945)

[The Editorial Process](#_Toc31375946)

[Manuscript submission](#_Toc31375947)

[**Manuscript Outline**](#_Toc31375948)

[Background](#_Toc31375949)

[Font and Size](#_Toc31375950)

[Line Spacing](#_Toc31375951)

[Margin](#_Toc31375952)

[Paragraph](#_Toc31375953)

[Page Number](#_Toc31375954)

[Citation and References](#_Toc31375955)

[Content Writing Guidelines](#_Toc31375956)

[Title](#_Toc31375957)

[Abstract](#_Toc31375958)

[Key words](#_Toc31375959)

[Introduction](#_Toc31375960)

[Materials and Method Used](#_Toc31375961)

[Result and Discussion](#_Toc31375962)

[Conclussion and Recommendation](#_Toc31375963)

[Acknowlwdgement](#_Toc31375964)

[References](#_Toc31375965)

[Appendixes](#_Toc31375966)

## Content Size:

The length of research article should be minimum 2500 to maximum 5000 words including key words and abstract. The page number should be continuous from the title page.

## The Editorial Process

First authors are requested to visit the author guideline to prepare the article before submission and prepare the article based on research article guideline. Submitted manuscript format will review and immediately inform to the author about further processing by research coordinator. Then the received manuscript will be submitted to the review committee and review committee will forward to the concerned reviewers for the blind peer review. The received article will be submitted to the review committee and review committee will forward to the concerned reviewers. The author will be informed about the comments of reviewers. The author will have to return the corrected article within one week for the further process of publication. Chief Editor will be responsible to check the quality of journal and publish in time.

Manuscript submission**:** Before submission of manuscript researcher should take permission from the authorized institution as well as co-authors (if any). Author/s wishing to include figure, table or passages should have permission from the copyright owner/s. The study must be original work. Journal publisher will tolerate plagiarism not more than 2 per cent.

##

## Manuscript Outline

|  |
| --- |
| Title  |
| Abstract |
| Key Words |
| 1. Introduction

Background* 1. Literature Review
	2. Research Gap
	3. Research Objective
	4. Research question/hypothesis (Optional)
 |
| 1. Materials and Method Used
 |
| 1. Result and Discussion
 |
| 1. Conclusion and Implication
 |
| 1. Recommendation
 |
| 1. Acknowledgement (If any)
 |
| 1. References
 |
| 1. Appendixes (Optional)
 |

Font and Size**:** Times New Roman font, font size 16 for title, font size 14 for sub-headings, and 12 for texts.

Line Spacing**:** 1.15"

Margin**:** 1" or 2.5 cm margins on all sides.

Paragraph**:** Indent all paragraphs 5 spaces or one tab(one-half inch) and no space between the two paragraphs.

Page Number**:** Page number should be placed in the header in the top right corner of the page of the paper, starting with the title page and the References page.

Citation and References**:** Citation (text citation and reference) and reference be prepared by following the APA style. Abbreviations must be full spelled when it first appears in the text. Do not use "@"and "&" in the text.

## Content Writing Guidelines

TITLE**:** The title of the paper should be represented main theme of the article. It should be appropriate for the intended audiences. It should be brief, simple, informative and understandable. Length of the title should not be more than 12 words and no abbreviations should be used in title.

Author should give full name, address (current affiliation and position), qualification and email address for communication. If there is more than one authors, then name and email of corresponding author should be written separately in article.

ABSTRACT**:** Abstract is important part of the research paper. It is a glance of the paper texts. It should be in 150- 200 words, which summarizes the purpose, methods, results, conclusions and implications of the paper. No abbreviation and citation should be used in abstract. Abstract should be written in single paragraph.

KEY WWORDS**:** Author should select and write 5-7 key words which represent the main theme and contents of the whole article. The list of key words should be presented alphabetically and they must be typed the end of abstract page.

INTRODUCTION: This section should present context, problem statement, research question or hypothesis, significance, contribution to the study area of topic precisely. The writing should be very simple, clear, and understandable with emphasizing the important of the topic.

Introduction section can be presented into the major following parts;

Background**:** Introduce the topic with defining the ideology of research topic theoretically.

Existing Knowledge**:** Review the related literature and identify the current knowledge of the topic being studied.

Research Gap**:** Review of literature in related field of study explores practices been done and gives clear direction what needs to be done.

Purpose of Research**:** Purpose of the research or main objective should introduce precisely with logical explanation.

MATERIALS and METHOD USED**:** Author should briefly describe the research design, setting of the study, study population, sample size, sampling design, nature of data and data collection strategies, tool for the study and data analysis plan clearly. The materials and method applied in the study should be scientific and systematically described.

RESULT and DISCUSSION**:** The results of the study to be presented here. The main data necessary developed tables, graphs, and charts are included as evidence with summarizing meaning and interpretation of the numeric value in the text form. The findings should be in track with research objective and design.

CONCLUSSION and IMPLICATION**:** The major findings should be presented in summarized form with addressing the research questions. Critically present the summary conclusion, major findings, newness, uniqueness and added knowledge as well as deviated from existing established knowledge. According to the result of research work implication should be presented. Present the implication of the research work on the field of education section. Give the implications of findings and recommendations for the further study.

RECOMMENDATION: Mention the area of the research for the recommendations for the further study.

ACKNOWLEDGEENTS**:** Author could be thanked and mentioned those persons or institutions who were insightful for the study.

REFERENCES**:** Following format for citation and references should be followed:

•APA (American Psychological Association) might be followed for Education, Psychology, Commerce and Management, Science stream, and Humanities

APPENDIXES**:** Author can add important appendix as evidence (questionnaire, secondary table, picture, figure etc.) not more than 2 pages.