****

**Check List for Your Manuscript** http://www.sciencepublishinggroup.com

The Official Publication of Science Publishing Group

**In order to meet the standard of publication, please check the manuscript according to the list below one by one. If there is no mistake in each part, please put a check mark √ in the appropriate box. If you find any mistake, please put a check mark × in the appropriate box, make the correction in your manuscript and mark it yellow.**

Many thanks for your ultimate understanding and kind cooperation in advance.

|  |  |  |
| --- | --- | --- |
| **Title** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. There should be only one sentence in the title of the manuscript. | √ |  |
| 1. The title should be a declarative sentence. There should be **no end marks** in the title of the manuscript, For example: question mark “?” | √ |  |
| 1. The title of the manuscript should be no less than 3 words and no more than 25 words. | √ |  |
| 1. Please capitalize the first letter in each word of the title, except the function words or proper nouns. | √ |  |
| **For example:** Nurture in Technological Innovation and Social Responsibility | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **The Name of the Author** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. The name of the author should be written in English. | √ |  |
| 1. Titles are not included in the name of the author.   Such as: ~~Dr~~. ~~Prof~~. | √ |  |
| 1. Please write the authors’ **full names**. There should not be only one word in the name of the author. If the authors’ names are special, please inform us (especially for the capital and small letter, or comma among the names). | √ |  |
| 1. There should be no comma in the name of one author.   For example: A.**,** Wilson (The comma will be deleted.) | √ |  |
| 1. There should be a period in the abbreviated form of the name. For example: A. Wilson | √ |  |
| 1. Please capitalize the first letter in the name of the author.   For example: Afrin Wilson | √ |  |
| 1. Please check and confirm the name(s) of the author(s). | √ |  |
| **For example:** Levon Wilson 1, Silva Wilson 2,\* | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **The Affiliation of the Author** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. The affiliation of the author should include department/faculty, university/institute, city and nation. (There should be **no** **PO Box, postcode, telephone, fax or road** in the affiliation of the author.) | √ |  |
| 1. The affiliation of the author should be written in English. | √ |  |
| 1. The affiliation of the author should not be in the abbreviated form. | √ |  |
| 1. There should be no profession title in the affiliation of the author. Such as: ~~Doctor~~, ~~Professor.~~ | √ |  |
| 1. Please check and confirm the names of the authors and the corresponding affiliations. | √ |  |
| **Such as:**  1 Polytechnic Institute, New York University, New York, USA  2Department of Biological Sciences, University of North Texas, Denton, USA | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **Email Address** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. The email address should be available. | √ |  |
| 1. Please check and confirm the authors and the corresponding email addresses. | √ |  |
| 1. One email address should be only attached to one author. | √ |  |
| 1. If there is a corresponding author in the manuscript, he or she should provide his or her email address. (There should be only one corresponding author.) | √ |  |
| **Such as:** afrin.wil@xxxxxx.edu (Afrin Wilson) | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **Abstract** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. The abstract should be no less than 40 words and no more than 400 words. | √ |  |
| 1. The abstract must be one paragraph. Don’t write it into more than one paragraph. | √ |  |
| **For example:**  **Abstract**  The abstract is an independent essay which introduces the topic of the manuscript. It generally includes the research objective, the research method, the research analysis, the research results, the research conclusion, etc. An excellent abstract should give prominence to the innovative results of the research, have clear conclusion, avoid the repetition of content and give the full name of the abbreviations at the first time, which makes the manuscript easy to understand. | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **Keywords** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. The number of keywords should be no less than 3 phrases and no more than 8 phrases. | √ |  |
| 1. It should be better to make the keywords brief and concise. | √ |  |
| **For example:** Monetary Policy, Dhaka Stock Exchange (DSE), Stock Return | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **The Titles in the Main Body of the Manuscript** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. The manuscript that meets the standard of publication should have at least three parts.   For example:  1.Introduction  2.XXXXX(the detailed contents of the paper)  3.Conclusion | √ |  |
| 1. Please add the numbers from the first part of the manuscript. The first part should be numbered as “1. Introduction”. | √ |  |
| 1. The number of the titles should be successive. | √ |  |
| 1. The number of the subtitles under the same part should be no less than two. Such as, there should be at least two subtitles 2.1, 2.2 under title 2; there should be at least two subtitles 2.1.1, 2.1.2 under subtitle 2.1. | √ |  |
| 1. If there are fourth level titles, please number the titles with Roman numerals “i, ii, iii…” (Don’t use 1.2.1.1, 1.2.1.2, 1.2.1.3…); If there are titles under the fourth level title, please number the titles with English letter “a, b, c…” (Don’t use 1.2.1.1.1, 1.2.1.1.2, 1.2.1.1.3…) | √ |  |
| 1. Please check and confirm all the numbers of the titles in the main body of the manuscript. | √ |  |
| **For example:**   1. Introduction 2. Theoretical background 3. Materials and experiments    1. XXXXX       1. XXXXX   i. XXXXX  a. XXXXX  b. XXXXX  ii. XXXXX  iii. XXXXX   * + 1. XXXXX   3.2. XXXXX   1. Result 2. Discussion 3. Conclusion   References | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **Tables** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. The tables in the manuscript should not be in the form of pictures. They should be editable. | √ |  |
| 1. A caption should be given to each table and be placed immediately above its table. | √ |  |
| 1. Tables should be numbered consecutively throughout the manuscript using the single-number system.   Such as: Table 1, Table 2, Table 3… | √ |  |
| 1. Please check and confirm whether the way to split table into rows and columns is correct. | √ |  |
| 1. The contents in the tables should not be edited by Math Tape. | √ |  |
| **Such as:**  Table 1. Descriptive statistics of approximate normality  Table 2. Unit root & stationary tests | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **Figures** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. A caption should be given to each figure and be placed immediately beneath its figure. | √ |  |
| 1. The captions for the figures should not be included in the figures and should be editable. | √ |  |
| 1. Figures should be numbered consecutively throughout the manuscript using the single-number system.   Such as: Figure 1, Figure 2, Figure 3… | √ |  |
| 1. The number of the figures should be unified.   Such as: Figure 1, Figure 2, Figure 3… (Or Fig. 1, Fig. 2, Fig. 3…). **Don’t use fig. 1, Figure 2, fig. 1.** | √ |  |
| 1. There should be no wavy lines in the figures. | √ |  |
| 1. The contents in the figures should be clear. | √ |  |
| 1. The words in the figures should be written in English. | √ |  |
| **Such as:**  Figure 1. Approximate rate  Figure 2. Unit root & stationary tests | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **Formulas** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. The number of the formulas should be successive. | √ |  |
| 1. The number of the formulas should be out of the formula edited box and editable. | √ |  |
| 1. If there are formulas being created by Math Type in the manuscript, please offer the name of software the author used to edit the formulas. | √ |  |
| 1. There should be **no messy code** in the formulas. | √ |  |
| **Such as:**  **(1)**  **(2)** | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **Biography** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. If there is the part of biography, the authors should also provide their photos in this part. If there are authors’ photos, the part of biography is also needed. | √ |  |
| 1. The author’s biography should be no more than 100 words. | √ |  |
| |  |  | | --- | --- | | **Such as:**  Photo | Afrin Wilson  Afrin Wilson is a XXXXXXXXXXXXXXXXXXXX. He works at XXXXX. He has published several articles in academic journals in XXXXXXXXXXXXX. | | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **References** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. There should be at least 10 pieces of references. | √ |  |
| 1. Please check and confirm whether the references and the number of the references are correct. | √ |  |
| 1. There should be no blank in contents of the references. If there should be some contents in the blank, please add them in the manuscript. If not, please also delete the blank.   For example: \_\_\_\_\_\_\_\_\_\_\_. (2013), “Internal information technology audit process”. The lines in the reference should be revised. | √ |  |
| **For example:**  Paul XXXXX, Michael XXXXX. Environmental Migrants from Coastal Area: a perception study of the Moham-madpur Slums. *International Journal of Sensors and Sensor Networks.* Vol. 3, No. 1, 2015, pp. 1-11. | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| **Others** | √ | × |

|  |  |  |
| --- | --- | --- |
| 1. Words in the manuscript should not be linked together.   For example: identifiablecorruptpracticesamongstaff. | √ |  |
| 1. There should be no hidden words in the manuscript.   Such as: Iv.6 – drying of treated okra. | √ |  |
| 1. There should be no comment in the manuscript. If there are comments, please check and revise them according to the comment s, then delete the comments.   For example: C:\Program Files\Tencent\QQEIM\Users\2853817793\Image\C2C\7YPNZ5EVO51{032ACW[[JF0.jpg | √ |  |
| 1. The parts, like Acknowledgements, Conflict of Interest, References, etc. following the part of conclusion do not need to be numbered. If it is numbered, we’ll delete it.   For example:  5.Conclusion  Acknowledgements  References | √ |  |
| 1. The parts which don’t meet the standard of SciencePG’s journal will be deleted and revised by SciencePG in the final checked manuscript.   Such as: the [header](http://dict.youdao.com/w/header/), the part of “To Cite This Article”. | √ |  |
| 1. Footnotes should be brief and concise in order to facilitate the typesetting work. | √ |  |
| 1. The parts of references, biography can’t be presented as footnotes, which don’t meet the standard of SciencePG’s journal. | √ |  |
| 1. The part of references can’t be presented as endnotes in order to facilitate the typesetting work. | √ |  |

**Correction Instructions and Suggestions (if any):**if there are other mistakes after checking, please also revise it in the manuscript. If you cannot revise it by yourself, please list the detailed Mistake-Correction below:

*For example: on the part “XX”, line “XX”, delete A, add B; on the part “XX”, replace figure 1 with the figure in the new WORD file.*