

## Instruction for authors

### Submission of Manuscripts

Papers are accepted for consideration on the understanding that they are original and not, in any manner, in breach of copyright. Authors are requested to submit an electronic copy of the manuscript via email to the Editor-in-Chief in a Microsoft Word file to expedite the publication process.

Paper submitted must be written between 5000-8000 words or a maximum of 20 pages (including references and appendices). These manuscripts should be written in UK English language, prepared in Microsoft Word document (.doc or .docx), preferably using Times New Roman fonts for text, typed one and a half-spaced, on A4-size page paginated with one inch (1) margins on all sides. Manuscripts should conform to the style set forth in the Publication Manual of the American Psychological Association (APA) (Seventh Edition, 2020). <https://apastyle.apa.org/>

### Title

The first page of the manuscript should contain the title and the author's identification.

Title header: If a long title is necessary, please prepare an optional short title. Example:

**Contextualisation of Fractions: Teachers' Pedagogical and Mathematical Content  
Knowledge for Teaching**

(Upper lower case bold/ centered/ 11.5pt)

### Author Identification

The author's identification includes authors' names, current institution name and address, and corresponding author's email address.

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### Abstract

The manuscript should be accompanied by an abstract of about 200 - 250 words divided into four sections, namely; purpose, method, findings, and significance with four to six keywords separated by comma.

**Purpose:**

**Method:**

**Findings:**

**Significance:**

**Keywords:** Fractions, Numeracy, Teachers' pedagogical content knowledge of mathematics, Contextualisation, Problem representation

(max of 5 keywords)

# ABSTRACT PRESENTER follow **abstract format** in Paper Submission Template.

## Introduction

The Introduction is written two lines below the keywords. The manuscript should not have headers, footers, or page numbers. It should be in a one-column format. References are often noted in the text and cited at the end of the paper.

Example:

It is commonly held belief among teachers that encouraging students to be confident about their mathematical abilities will improve performance (Burton, 2004). Studies on mathematics achievement and confidence, which in . . .

## Section Headings and Subheadings Use

up to three levels of heading.

- Main heading: Titles of article (upper lower bold/ centered/11.5pt)
- Subhead 1: (Upper lower bold, left / centered alignment/10pt)
- Subhead 2: (Upper lower, regular italics / non-italic (bold), left alignment/9.5pt)
- Text (Upper lower/ justified/ 9.5pt)

Example:

Models of Chemistry Education and the Matriculation Chemistry Course: A Review  
(Main Heading/11.5 pt)

Planning and Implementing of Action (Subhead 1/10 pt)

*Developing STEM Learning Strategies* (Subhead 2 /9.5pt)

The xxx (Text /9.5pt)

## Visuals & Graphics

Authors should include tables, figures, lists, photographs, drawings, illustrations, etc., with their manuscript submissions. All visuals must be submitted along (**embedded**) with the manuscript as well as in separate, high-resolution (at least 300 dpi) image files, such as .JPG files. Digital figures should not be embedded into Microsoft Word, PowerPoint, PDF, Photoshop files. Photographs taken from Internet should observe copyright. Each figure and table should be numbered and mentioned in the text.

## Colour Mode

The author should submit high-quality prints with good contrast and tonal range. Prints or images should clearly show important features and the appropriate level of detail. Images supplied will be published in black and white (unless otherwise arranged), therefore, it is important that these are comprehensible in colour as well (i.e. by using colour with a distinctive pattern or dotted lines). The text should reflect this by not using words indicating colour. Tables and diagrams should not be submitted in colour.

## Figures & Captions

All figures/illustrations/artwork, and diagrams should be in high quality electronic form, suitable for scanning and reproduction. Indicate in the running-text where the illustration is to appear. The figures should be clear, easy to read and of good quality. Styles and fonts should match those in the main body of the article. If the figures are not included in the soft copy, please submit clearly

labeled figures or photographs on an A4 paper and indicate on the manuscript where the figures are to be inserted. All figures are to be labeled according to the APA format.

**Figure 1**

*The front view of SEAMEO RECSAM*



(Figure title/caption is centred justified, lower case, and the word “Figure Number” in bold 8.5pt)

**Tables & Captions**

Tables are numbered using Arabic numerals and provided with titles in italics, left justified, uppercase, lowercase, and 8.5pt. Example:

**Table 1**

*The Main Home Languages of Students (N=180)*

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<u>Main language spoken at home</u>	<u>Percentage (%)</u>
Malay	71
Tamil	2
Chinese	3
English	7
Other	10
No reply	8

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**References**

References cited in the manuscript should be listed alphabetically, at the end of the paper following the American Psychological Association (APA) (**Seventh** Edition, 2020).

(i) For books:

Holeberg, J. (Ed.). (1992). *Policies for a small planet: From the International Institute for Environment and Development*. Earthscan.

(ii) For articles:

Ellerton, N. F. (1995). Moral dilemmas for mathematics education researchers. *Mathematics Education Research Journal*, 7(2), 91-93.

(iii) For chapters within books:

Brophy, J. E., & Good, T. L. (1986). Teacher behaviour and student achievement. In M. C. Wittrock (Ed.). *Handbook of research in teaching* (3rd ed., pp. 328-375). Macmillan.

(iv) Electronic sources:

Basden, J., Boone, S., Fetter, A., Koenig, J., Lanius, C., Mabbott, A., et al. (no date). *Encouraging mathematical thinking: Discourse around a rich problem*. <https://mathforum.org/brap/wrap/index.html>

#### **Acknowledgement (if applicable)**

The authors should acknowledge all source of funding that has contributed to the publication.

#### **Author(s):**

The last page of the manuscript should have the details of all authors: full names, current institutional names and addresses and e-mail addresses.

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