

APJIHT: Author's Guidelines

Thank you for choosing to submit your paper to the *Asia-Pacific Journal of Innovation in Hospitality and Tourism (APJIHT)*. Submitting manuscripts in the correct format and in compliance with the requirements will expedite the review process and prevent undue delay in publication. The publisher reserves the right to reject or return manuscripts which are not prepared in accordance with the specified submission guidelines.

Manuscripts submitted to APJIHT should be original contributions and should not have been previously published nor under consideration for publication elsewhere. Individual and multiple authors are welcome to contribute. All manuscripts will be refereed through a blind review process by at least two academic experts in the field prior to acceptance. The entire review process averages three to six months.

AIMS AND SCOPE

Authors are invited to submit scholarly works on **innovation in hospitality and tourism**, refer to the aim and scope of the journal. APJIHT also welcomes multi-disciplinary and inter-disciplinary contributions from related fields, provided they enhance research development and innovation in hospitality and tourism.

1. MANUSCRIPT SUBMISSION

1.1 Manuscripts must use Times New Roman, font size 12, double spacing and justified margins.

1.2 Manuscripts should include the following three major sections:

- (i) **Title page:** should contain the title of the paper, name of author(s), institutional affiliation, present position and complete address (including telephone/fax and e-mail).
- (ii) **Abstract:** should be between 180–240 words consisting of a list of keywords (up to five keywords).
- (iii) **Main body and references:** do not include the author's information in the full manuscript to facilitate the blind review process.

1.3 APJIHT emphasizes linguistic accuracy of every manuscript published. As such, authors are required to get their manuscripts edited by professional English language editors.

1.4 A biodata of not more than 100 words should be included at the end of the manuscript.

1.5 Authors are expected to cite TWO papers previously published in APJIHT.

1.6 Please provide us with suggestions of at least TWO (2) possible reviewers with full information of their postal and e-mail addresses, telephone numbers, and fax numbers. The reviewers elected by the Editor may, of course, not necessarily be from that list.

This Journal practices a double-blind peer review policy. The Editorial Board may exercise its prerogative to reject a manuscript without peer review if that article is judged to be out of the scope of the journal, poorly written, badly formatted or lacking in significance.

The Editorial Board may also exercise its right to reject a manuscript at any stage in the pre-publication process if it is not in accordance with the journal's publishing policies or preparation guidelines.

2. MANUSCRIPT PREPARATION

2.1 Preparation of Text

APJIHT invites contributions of empirical research papers between 5,000 – 6,000 words (excluding references and appendix).

The manuscript should be written with the following elements in the following order:

- Title page
- Abstract
- Keywords
- Main text: Introduction, Literature Review, Materials and Methods, Results, Discussion
- Acknowledgments
- Declaration of interest statement
- References
- Appendices (as appropriate or as separate file)
- Tables with captions (on individual pages)
- Figures
- Figure captions (as a list)

The manuscript should be in **British English** and the reference format adheres to the **APA (7th edition)** style. Authors are to check for accuracy of language before submitting to the journal. The Editorial Board WILL NOT edit submitted manuscripts for style or language. Non-acceptance of a manuscript may result if there are an unacceptable number of grammatical errors and guidelines for submission are not followed.

2.2 Authorship and Affiliations

Authors should attest that all persons designated as authors qualify for authorship, and all those who qualify are listed. All co-authors should have seen and approved of the final version of the paper and agreed to its submission for publication. Only appropriate co-authors are included in the paper.

Please provide the affiliation of each author and complete mailing address of the institution where the work was conducted. Please denote the corresponding author with an asterisk (*) and provide the email address of the corresponding author.

2.3 Title

Title should be as concise as possible but informative enough to facilitate information retrieval. Abbreviations should be avoided. A manuscript title should not be more than 20 words; titles are considered very good if they are between 8–16 words.

2.4 Abstract

The abstract should be between 180–240 words. It should give a clear, concise, and informative

summary with scope and purpose, significant results and major conclusions as well as an indication of any new findings. It should be a stand-alone document.

2.5 Keywords

Provide five specific and suitable keywords related to the manuscript.

2.6 Acknowledgement

Acknowledgement creates an opportunity for the author to express appreciation to people involved in the research and preparation of the manuscript. This should include source of funding and grant numbers (if applicable).

2.7 Images, Illustrations, Tables, Photos and Other Supplementary Materials

Authors are welcome to submit figures, images, maps, diagrams, photos, etc. All the materials must come with appropriate captions and necessary copyright permissions. The files should follow these guidelines:

- 300 dpi or higher in pixel size.
- Sized to fit on page with measurement of 15.2 cm (5 in) × 21.5 cm (7.5 in).
- JPEG, TIFF or EPS format only.

2.8 References

Must follow APA 7th edition style.

3. COPYEDITING, PROOFS AND PUBLICATION

All papers will go through Taylor's Press for copyediting. Proofs will be sent to corresponding authors via email in PDF format. Proofs should be checked immediately for typographical errors and returned promptly.

4. COPYRIGHT POLICY

Upon acceptance of an article, authors will be asked to transfer copyright to APJIHT.

5. OPEN ACCESS POLICY

All contents of APJIHT are freely available without charge. Users are allowed to read, download, copy, distribute, print, search, or link to the full texts of the articles.

6. MANUSCRIPT & FURTHER INQUIRIES

The soft copy of the manuscript in MS WORD file attachment and/or further inquiries should be sent to:

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