

IFDSS Author Guidelines

Authors must format their papers according to the following criteria:

- Use Georgia 10 pt font in the main text; all text must be L and R justified.
- Margins must be 1.25 inches all around.
- US Letter size must be used: 8.5" x 11"
- All text must be in single spacing.
- There must be two spaces after the end of every sentence.
- Use Georgia 9 pt font for indented quotations, footnotes, and figure and table captions.
- All references must be in footnotes, numbered sequentially in 1, 2, ...n
- All references must be in APA style.
- All footnotes must be single spaced and there should be no line space between footnotes.
- Section headings must be in bold 10 pt with one line space before and 6 pts after.
- The initial paragraph of each section must not be indented; the first line of subsequent paragraphs must be indented 0.25"
- Table captions must be above the table with 6 pt space, and figure captions should be below the figure with 6 pt space.
- It is necessary to use references in the article, even if only a few.
- Authors must view and read IFDSS published papers for understanding the format guidelines.
- AI tools may be used for polishing the grammar and writing.
- The title must be in boldface, upper case, and must have 48 pt clear space above it, and 6 pt space below it.
- The byline must be in Georgia, 10 pt and must be placed right below the title and consist only of Author_NAME, *Organization, City, Country*.
- The article must begin after leaving one line space after the byline.
- The use of an abstract is optional. If an abstract is used it should be in 9 pt and not exceed 200 words in length.
- Ensure there is no white space at the bottom of any page.

Notes on the Review Process:

- All submitted articles will be subject to a similarity check.
- If revisions are required, the articles will be sent back to authors offline from ifdss.contact@gmail.com. Revised papers must then be submitted offline to the same email address.
- After final acceptance, papers will be sent for copyediting. If the copyeditors have queries then those will also be handled offline via ifdss.contact@gmail.com.

Copyright:

- Copyright shall be held by the authors
- All authors are responsible for their work and IFDSS takes no responsibility for the accuracy or content of the article.