

# **Journal of Skill Development**

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**COVERING LETTER:** Title of the paper, Authors Name, Designation, Organization, Official Address, Personal Address, Contact Number (Official & Personal) and E-mail address.

**ABSTRACT**: Should contain in brief-objective, Research Question/ Hypothesis Methodology, Finding and 5-6 keywords; **Word Limit**: 250-300words.

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**Annexure**: Tables, Charts, Graphs, Quotations, Equations, Articles should be numbered, cited and referenced properly.

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tables and figures must be numbered in sequence with those cited in the text where the table or figure is mentioned. Use journal abbreviations as provided by MEDLINE, National Library of Medicine. List all authors when there are six or less. When there are more than six, list the first three, followed by et al. If references to personal communications or unpublished data are used, they are not to be in the list of references. They should be referred to in the text in parentheses: (F. P. Haseltine, personal communication). Include, among the references, papers accepted but not yet published; designate the journal, and add "In Press." **The maximum number of references may not exceed 100**.

### **Book**

• Sheril, R. D. (1956). *The terrifying future: Contemplating color television*. San Diego, CA: Halstead.

### **Dissertation (PhD or masters)**

Mcdonalds, A. (1991). Practical dissertation title (Unpublished doctoral dissertation).
 University of Florida, Gainesville, FL.

# Article in a journal with continuous pagination (nearly all journals use continuous pagination)

• Rottweiler, F. T., & Beauchemin, J. L. (1987). Detroit and Narnia: Two foes on the brink of destruction. *Canadian/American Studies Journal*, *54*, 66–146.

### Article in a magazine

Henry, W. A., III. (1990, April 9). Making the grade in today's schools. *Time*, 135, 28–31.

# Article in a print newspaper

• Wrong, M. (2005, August 17). "Never gonna give you up," says mayor. *Toronto Sol*, p. 4.

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For electronic references, websites, and online articles, APA Style asserts some basic rules, including to

direct readers specifically to the source material using URLs which work



- include retrieval date ONLY when content is likely to change (e.g., wikis)
- include all other relevant APA Style details for the source

Online article based on a print source, with DOI (e.g., a PDF of a print source from a database)

Krueger, R. F., Markon, K. E., Patrick, C. J., & Iacono, W. G. (2005). Externalizing psychopathology in adulthood: A dimensional-spectrum conceptualization and its implications for DSM-V. *Journal of Abnormal Psychology*, 114, 537-550. doi:10.1037/0021-843X.114.4.537

Online article based on a print source, without DOI (e.g., a PDF of a print source from a database)

• Marlowe, P., Spade, S., & Chan, C. (2001). Detective work and the benefits of colour versus black and white. *Journal of Pointless Research*, 11, 123–127.

Online article from a database, no DOI, available ONLY in that database (proprietary content—not things like Ovid, EBSCO, and PsycINFO)

- Liquor advertising on TV. (2002, January 18). Retrieved from <a href="http://factsonfile.infobasepublishing.com/">http://factsonfile.infobasepublishing.com/</a>
- McDonald, C., & Chenoweth, L. (2009). Leadership: A crucial ingredient in unstable times. Social Work & Society, 7. Retrieved from <a href="http://www.socwork.net/2009/1/articles/mcdonaldchenoweth">http://www.socwork.net/2009/1/articles/mcdonaldchenoweth</a>

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