The guideline for contributors is as follows:

- The author has to ensure that the research work, he/she is submitting for publication, is genuine and the same paper has neither been published nor has it been presented elsewhere for publication.
- Manuscripts for publication should comprise 4000 to 6000 words, typed in MS-Word format on A-4 size paper in double space should be sent to the Editor on the emails addresses rfc@uok.edu.pk, jssh@uok.edu.pk.
- An abstract of 150 to 200 words should be a structured summary indicating the purpose, theoretical background, methodology, results and contribution of the study. It should not contain any citations. The summary should be clear and understandable to readers.
- Properly ordered Bibliography in Turabian format should be provided.
- Draft must be sent with a covering letter carrying the title of the article, author’s full name, institutional affiliation, mailing address and any other information that the author wishes to send related to the paper.
- Maximum three contributors will be allowed in one article.
- Original drawings should preferably be submitted in a form ready for printing. Each illustration should bear a number, the author’s name, and the title of the paper. Tables should be clear, readable and appropriately labeled. Source of each table should be given at the bottom.
- Article should be on standard format and footnote referencing in Turabian format be followed for citations.
- Loanwords accepted in English usage should be spelled in accordance with the standard dictionaries.
- All submitted manuscripts will be checked with anti-plagiarism software (Turnitin) before they are sent for blind peer review. Maximum 19% similarity is allowed as per the mandatory condition of the Higher Education Commission (HEC).
- Every submitted manuscript will be reviewed by the Editor / editorial team in order to determine if the topic fits within the scope of the journal. All manuscripts received, will be accepted after initial screening, undergo double blind peer review process. The reviewer’s response will be shared with the corresponding author. In case of revision, the corresponding author will be given time to incorporate the revisions and resubmit the work.
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