

ASIAN AND AFRICAN STUDIES STYLE SHEET

Dear author,

Hereby we bring you the instructions for writing your contribution to the journal “Asian and African Studies” – including instructions for the article structure and using bibliographic standards.

All manuscripts, regardless of their language of origin, must include an English abstract of approximately 150 words and 4-6 keywords.

Cited references, names, and affiliations must be written in Latin script. When referring to publications in non-Latin script language, bibliographical references must be transliterated into the Latin script using a consistent and standardized transliteration system.

Transliteration:

For articles submitted in English, the journal follows the IJMES transliteration system for Arabic, Persian and Ottoman and modern Turkish. For all other languages with non-Latin script, standard transliteration systems are used.

1. ARTICLE STRUCTURE (sample of title page enclosed at the end)

Title

- typeface Times New Roman, size 14

Author data (Order: author's name, institution name, institution address, author email address)

- typeface Times New Roman, size 11

Abstract

- typeface Times New Roman, size 9

Key words

- typeface Times New Roman, size 9

Article

- typeface Times New Roman, size 11

Abbreviations

- typeface Times New Roman, size 11

Bibliography

All information about APA 7th Edition: [Style and Grammar Guidelines \(apa.org\)](https://www.apa.org/style-grammar-guidelines)

2.IN-TEXT CITATIONS

Note: All sources that are cited in the text must appear in the reference list at the end of the paper.

When writing your paper, you have two basic choices to make when presenting a source to the reader. You can choose to refer to a work in general or you can specifically quote or paraphrase the words and content of that source. You can also choose to mention the author in the text of your sentences or you can choose to leave his or her name out.

1 Author

- When mentioning the author in the text of your sentence, provide the author's last name, immediately followed by the date in parentheses.

Example: Johnson (2008) argues that...

- When not mentioning the author in the text of your sentence, provide the author and date at the end of the sentence in parentheses.

Example: ... hypothetical results (Johnson, 2008).

- When quoting or paraphrasing a specific detail, include the page number in parentheses at the end of the sentence.

Example: "... forgetfulness" (p. 678). Alternative example: "... forgetfulness (Johnson, 2008, p. 678).

If you are citing a source that has multiple authors, follow these basic steps.

2 Authors

- Always cite both authors' names in-text every time you reference them.

Example: Johnson and Smith (2009) found...

3 or More Authors

- If a document has three or more authors, simply provide the last name of the first author with "et al." from the first citation to the last.

Example: Thomas et al. (2007) likened abnormal psychology to...
... distractions (Thomas et al., 2007).

In-text citations generally require you to provide Author, Date, and Location (i.e. page numbers) when you first reference a document in your writing. Subsequent references/citations do not always require all of this information. Follow these basic guidelines for handling subsequent citations.

First Citation - Author in the Sentence

If you first cite a source in the text of a sentence, you do not need to include the Date in any subsequent citations that are also in the text of the sentence. You should include the Date if you later cite the document in parentheses.

Example:

Publisher for the independent *Ediciones Era*, Marcelo Uribe (2006) claims that many small Spanish language publishers prefer to maintain extended backlists of older material, for the betterment of Spanish language literature and the careers of its authors. In one example, Uribe discusses a situation where his company published the work of a short story author that did not sell successfully during its first print run but later came to be a resource for many Mexican newspapers because of its backlist availability (p. 39). "Currently, the book is in its third printing, it has been translated into French, English, and Portuguese, and, apart from Mexico, it has been published in Spanish in Spain, Chile, and Uruguay" (Uribe, 2006, p. 39).

First Citation - Author in Parentheses

If you first cite a source in parentheses, you must provide a full citation for all subsequent citations.

Example:

Many large Spanish language publishing companies have eliminated their backlist selections for greater profit, cutting the lifespan of books down to months instead of years (Uribe, 2006, p.36). Backlists allow books to stay in print over long periods of time before the publishers dispose of them. According to Uribe (2006), once a book published by a large company has decreased its sales, the book is put out of print (p. 36). "Corporate [publishing] houses only publish to have a book in the market for a few months and they take advantage of the sales curve brought by the book's release, and then they make haste to take it off their list" (Uribe, 2006, p. 39).

Uribe, M. (2006). Perspectives of a small Latin American publisher. *Publishing Research Quarterly*, 22(3), 36-41. <https://doi.org/0.1007/s12109-006-0023-3>

When you have two or more documents matching the first author's surnames, you need to differentiate the two documents in the text. Follow these basic steps.

Step 1

Determine if the dates are the same. If two documents are written by the same author, for example, they may not have the same date. If the dates are different, then simply providing

the dates is enough to differentiate the two items. If the two items have the same date, head to the next step.

Example:

Jones (2009) first argued...

Jones (2010) further investigated the effects...

Step 2

When two documents have the same date, but different secondary authors, provide as many authors' surnames as needed to differentiate the two items. This trick only works when you have multiple authors for a document. If you have two items with the same dates and authors, head to the next step.

Example:

Lee, Harrison, Moore, Rogers, et al. (2008) studied...

Lee, Harrison, Moore, Walker, et al. (2008) provided evidence of...

Step 3

When two documents have the same date and same authors, include a lowercase letter after the dates for both items.

Example:

White (2007a) once described...

White (2007b) complemented his research with...

Short Quotations

Short quotes are defined as being fewer than 40 words in length.

If you are quoting word for word from a book, article, or another source, you will need to include the author, year of publication, and page number for the reference (preceded by "p."). Introduce the quotation with a signal phrase that includes the author's last name followed by the date of publication in parentheses.

- According to Jones (1998), "Students often had difficulty using APA style, especially when it was their first time" (p. 199).
- Jones (1998) found "students often had difficulty using APA style" (p. 199); what implications does this have for teachers?

If the author is not named in a signal phrase, place the author's last name, the year of publication, and the page number in parentheses after the quotation.

- She stated, "Students often had difficulty using APA style" (Jones, 1998, p. 199), but she did not explain why.

Long Quotations

A long quote is defined as being 40 words or longer in length.

Long quotes must be in a free-standing block of typewritten lines and omit quotation marks. Start the quotation on a new line, indented 1/2 inch from the left margin, i.e., in the same place you would begin a new paragraph. Type the entire quotation on the new margin, and indent the first line of any subsequent paragraph within the quotation 1/2 inch from the new

margin. Maintain double-spacing throughout. The parenthetical citation should come after the closing punctuation mark.

Jones's (1998) study found the following:

Students often had difficulty using APA style, especially when it was their first time citing sources. This difficulty could be attributed to the fact that many students failed to purchase a style manual or to ask their teacher for help. (p. 199)

[For additional examples, please visit the In-Text Citations: Author/Authors page on Purdue Online Writing Lab.](#)

3. REFERENCES

Your reference list should appear at the end of your paper. It provides the information necessary for a reader to locate and retrieve any source you cite in the body of the paper. Each source you cite in the paper must appear in your reference list; likewise, each entry in the reference list must be cited in your text.

Your references should begin on a new page separate from the text of the essay; label this page "References" (without the quotation marks) centered at the top of the page in bold. All text should be double-spaced just like the rest of your essay.

Basic Rules

- All lines after the first line of each entry in your reference list should be indented one-half inch from the left margin. This is called hanging indentation.
- Authors' names are inverted (last name first).
- Reference list entries should be alphabetized by the last name of the first author of each work, or by the title of the work if no authors are given.
- For multiple articles by the same author, or authors listed in the same order, list the entries in chronological order, from earliest to most recent.
- Present the journal title in full.
 - Maintain the punctuation and capitalization that is used by the journal in its title.
 - For example: *ReCALL* not *RECALL* or *Knowledge Management Research & Practice* not *Knowledge Management Research and Practice* or *portal: Libraries and the Academy*, not *Portal: Libraries and the Academy*.
 - Capitalize all major words in journal titles. When referring to the titles of books, chapters, articles, or webpages, capitalize only the first letter of the first word of a title and subtitle, the first word after a colon or a dash in the title, and proper nouns.
 - Note that the distinction here is based on the type of source being cited. Academic journal titles have all major words capitalized, while other sources' titles do not.
- Italicize titles of longer works such as books and journals.
- Do not italicize, underline, or put quotes around the titles of shorter works such as journal articles or essays in edited collections.

Author Basics

Reference list citations start with Author information. Since Author information comes first, it is the first component that your readers will identify and therefore needs to tie most directly to the In-text citation. In this regard, it is the main identifying component.

Examples

Falvo, D. R.

Rudd, A., & Gordon, B. S.

Formatting Author information

Always list the author's surname before listing his or her initials.

You only need to provide initials for the first and middle names but do include initials for all middle names provided by the source.

Include a comma after every last name and in-between different authors' names. Include a period after every initial. Always close the Author portion of the citation with one period.

Do not attempt to place the authors' names in alphabetical order. Authors for a given work are listed in a specific order for specific reasons and should be left in the order in which you find them.

Multiple Authors

Authors' names are inverted (last name first); give the last name and initials for all authors of a particular work for up to and including 20 authors. In the case there are 2 to 20 authors place an ampersand before the final author's name.

If there are 21 or more authors, list the first 19 author's names and insert an ellipsis. After the ellipsis, add the final author's name.

No Author

Sometimes you will not know the author's exact name. If a source claims the author is "anonymous," then state the author as Anonymous.

If a source has no specific author but is the work of a larger group or organization, please follow the example below for group authors.

If a source provides Editor information instead of Author information, see the example below for editors.

If a source has no author listed, whether an individual or a group, do not include any author information, i.e. do not mark it as Anonymous. Instead, list the source's Title first followed by the Date. In this case, you are marking the Title as the citation's main identifying component, which is usually the Author. To cite this source in-text, provide the Title with the Date instead of the Author with the Date.

Group Author

If an organization, institution, corporation, and/or agency is the author, provide the full name of the group, not its initials or acronym.

Order of Authors

List authors according to the order they appear on the source. Do not alphabetize the names.

Similar Author Information

If you are citing multiple items by the same author that were created the same year (e.g. multiple webpages on the same website), distinguish the sources by including letters in the Date information.

If you have different authors with the same last name and initials, include their given names in brackets.

Example:

Jackson, S. [Samual].

Jackson, S. [Samantha].

Editors

If a source (usually a book) provides only Editor information, list the editors in place of the author. You must include in parentheses Ed. or Eds. to distinguish the names as editors.

Example: Marquez, J. C., & Henderson, H. (Eds.).

If you are citing an edited book (i.e. a book that includes multiple chapters by different authors), leave the Author's information as the citation's main identifying component as described above. You should include the Editor's information after the Title, but do not invert the editor's name.

Example:

Asher, J. W. (2003). The rise to prominence: Educational psychology 1920-1960. In B. J. Zimmerman & D. H. Schunk (Eds.), *Education psychology: A century of contributions*, (pp. 189-205). Lawrence Erlbaum Associates, Publishers.

Punctuation

If an author has a hyphen in his or her first name, use initials and maintain the hyphen in your citation.

Example: Larson, J.-P. (for John-Paul Larson)

Date Basics

List the date the item was published after the author's information.

Example

Rudd, A. & Gordon, B. S. (2010).

Formatting Date information

Provide the year the item was published, posted, or produced in parentheses and close it with a period.

In most cases, you only need to include the year- not the full date. In limited circumstances, you can include the full Date. See below for details.

Full Date

Only include the full date for the item if there is no additional way of pinpointing that exact item. For example, a full date is needed for a newspaper article because searching a year's worth of newspapers is too time-consuming when an exact date will get you to the right issue. As a general rule, include the full date for magazine articles, newspaper articles, online postings, and online videos.

Example: Kelley, S. (2007, November 25).

No Date

If an item provides no Date information, simply write n.d. in the parentheses.

Example: Thompson, C. F. (n.d.).

Same Author and Date Info

If you are citing multiple items by the same author that were created the same year (e.g. multiple webpages on the same website), distinguish the sources by including letters in the Date information.

Example:

Rollins, R. T., & Hammonds, P. M. (2008a).

Rollins, R. T., & Hammonds, P. M. (2008b).

Title Basics

Provide Title information after the Date.

Examples

Article Titles

Rudd, A., & Gordon, B. S. (2010). An exploratory investigation of sportsmanship attitudes among college student basketball fans. *Journal of Sport Behavior*,

Publication Titles

Falvo, D. R. (2011). *Effective patient education: A guide to increased adherence*.

Formatting Title information

If you are citing a smaller work that is published in a larger work, like an article in a magazine or a chapter in a book, list the article or chapter title first. Write the title as you would a sentence, only capitalizing the first word of the sentence and subtitle and any proper nouns.

If you are citing a smaller work that is published in a larger work, provide the publication title of the larger work after the title of the smaller work. Place a comma at the end of this title.

If you are citing a stand-alone item, simply provide the main title of the work after the Date. Italicize the main title and place a period at the end of the title.

No Author

If you are unable to find any Author information, simply move the Title to the first position in the citation (i.e. in front of the Date). You do this to make the Title the main identifying component of the citation.

Example: *Report of the effects of poverty on abused children in the United States.* (2003).

Punctuation

When writing a publication title, italicize it. If the item is a magazine, academic journal, or newsletter, treat it as you would a normal title, capitalizing the first letter of every word. If the item is a book or report, treat it like a sentence, only capitalizing the first word of the title and subtitle, and any proper nouns.

Additional Notes

At times it is beneficial to include additional notes at the end of a Title to help further distinguish the item you are citing. These notes usually identify the medium or type of the item.

Example: Pershing, M. (2006, April 5). *Use of new technology* [Blog post].

More Source

Formatting Source Information

Publication Information

Examples

Magazines, Journals, etc.

Rudd, A., & Gordon, B. S. (2010). An exploratory investigation of sportsmanship attitudes among college student basketball fans. *Journal of Sport Behavior*, 33, 466-488.

Books, Reports, etc.

Falvo, D. R. (2011). *Effective patient education: A guide to increased adherence*. Jones and Bartlett.

Issue Numbers

Some journals and magazines start numbering their pages at 1 in every issue. Other journals, however, start at page 1 only for the first issue of the volume and continue the numbering throughout the year. If you are citing an item that begins every issue on page 1, provide the issue number in parentheses right after the volume number. Do not italicize the issue of the number.

Example: Klein, J. G., Smith, N. C., & John, A. (2004). Why we boycott: Consumer motivations for boycott participation. *Journal of Marketing*, 68(3), 92-109.

Electronic Sources

To assist in retrieving information, for electronic resources the final step is listing the DOI (digital object identifier) or URL.

Journal Article with DOI Example

McCauley, S. M., & Christiansen, M. H. (2019). Language learning as language use: A cross-linguistic model of child language development. *Psychological Review*, 126(1), 1-51.
<https://doi.org/10.1037/rv0000126>

Webpage on a Website with an Individual Author Example

Martin Lillie, C. M. (2016, December 29). *Be kind to yourself: How self-compassion can improve your resiliency*. Mayo Clinic. <https://www.mayoclinic.org/healthy-lifestyle/adult-health/in-depth/self-compassion-can-improve-your-resiliency/art-20267193>

Reference Examples

Print

Print Books

Author or editor	Date	Title	Publisher
Author, A. A., & Author, B. B.	(2020).	<i>Title of book.</i>	Publisher Name.

Example Authored Book without a DOI, from a research database or print version

Burgess, R. (2019). *Rethinking global health: Frameworks of power*. Routledge.

Print Reference Book Chapters and Entries

Author or editor	Date	Chapter Title	Edited Book Information
Author, A. A., & Author, B. B.	(2020).	Title of chapter.	In E. E. Editor (Ed.), <i>Title of book</i> (pp. 3-13). Publisher Name.
Name of Group.			In E. E. Editor & F. F. Editor (Eds.), <i>Title of book</i> (3rd ed., Vol. 2, pp. 212-255). Publisher Name.

Example Print Chapters/Entries from an Edited Book

Weinstock, R., Leong, G. B., & Silva, J. A. (2003). Defining forensic psychiatry: Roles and responsibilities. In R. Rosner (Ed.), *Principles and practices of forensic psychiatry* (2nd ed., pp. 7-13). CRC Press.

Print Journal

Author	Date	Title	Periodical information
Author, A. A., & Author, B. B.	(2020).	Title of article.	<i>Title of Periodical</i> , 34(2), 5-14.
Name of Group.			<i>Title of Periodical</i> , 2(1- 2), Article 12.
			<i>Title of Periodical</i> .

Example Print Journal

Anderson, M. (2018). Getting consistent with consequences. *Educational Leadership*, 76(1), 26-33.

Tip: If the print article has a DOI or URL, include it after the page number.

Print Magazine Articles

Author	Date	Title	Periodical information
Author, A. A., & Author, B. B.	(2020).	Title of article.	<i>Title of Periodical</i> , 34(2), 5-14.
Name of Group.	(2020, January).		<i>Title of Periodical</i> , 2(1- 2), Article 12.
	(2020, February 16).		<i>Title of Periodical</i> .

Example Print Magazine Article

Weir, K. (2017, January). Forgiveness can improve mental and physical health. *Monitor on Psychology*, 48(1), 30.

Print Newspaper Articles

Author	Date	Title	Periodical information
Author, A. A., & Author, B. B.	(2020).	Title of article.	<i>Title of Periodical</i> , 34(2), 5-14.
Name of Group.	(2020, January).		<i>Title of Periodical</i> , 2(1- 2), Article 12.
	(2020, February 16).		<i>Title of Periodical</i> .

Example Print Newspaper

Hess, A. (2019, January 3). Cats who take direction. *The New York Times*, C1.

Electronic

Ebook

Author or editor	Date	Title	Publisher	DOI or URL
Author, A. A., & Author, B. B.	(2020).	<i>Title of book.</i>	Publisher Name.	https://doi.org/xxx
Name of Group. Editor, E. E. (Ed.). Editor, E. E., & Editor, F. F. (Eds.).		<i>Title of book</i> (2nd ed., Vol. 4). <i>Title of book</i> [Audiobook]. <i>Title of book</i> (E. E. Editor, Ed.). <i>Title of book</i> (T. Translator, Trans.; N. Narrator, Narr.).	First Publishers Name; Second Publisher Name.	https://xxxx

Example Authored Book with a DOI

Brown, L. S. (2018). *Feminist therapy* (2nd ed.). American Psychological Association.
<https://doi.org/xxx>

Example Authored ebook or audiobook without a DOI, with a non-database URL

Cain, S. (2012). *Quiet: The power of introverts in a world that can't stop talking* (K. Mazur, Narr.) [Audiobook]. Random House Audio. <http://bit.ly/2G0Bpbl>

Journal Articles with a DOI

Author	Date	Title	Periodical information	DOI or URL
Author, A. A., & Author, B. B.	(2020).	Title of article.	<i>Title of Periodical</i> , 34(2), 5-14.	https://doi.org/xxx
Name of Group.			<i>Title of Periodical</i> , 2(1- 2), Article 12. <i>Title of Periodical</i> .	https://xxxx

Example Journal Article with DOI

McCauley, S. M., & Christiansen, M. H. (2019). Language learning as language use: A cross-linguistic model of child language development. *Psychological Review*, 126(1), 1-51.
<https://doi.org/10.1037/rv0000126>

Journal Articles with a nondatabase URL

Author	Date	Title	Periodical information	URL
Author, A. A., & Author, B. B. Name of Group.	(2020).	Title of article.	<i>Title of Periodical</i> , 34(2), 5-14. <i>Title of Periodical</i> , 2(1-2), Article 12. <i>Title of Periodical</i> .	https://xxxx

Example Journal Article without a DOI, with a non-database URL

Ahmann, E., Tuttle, L. J. Saviet, M., & Wright, S. D. (2018). A descriptive review of ADHD coaching research: Implications for college students. *Journal of Postsecondary Education and Disability*, 31(1), 17-39.

<https://www.ahead.org/professionalresources/publications/jped/archived/jped-volume-31>

Electronic Newspaper Articles

Author	Date	Title	Periodical information	DOI or URL
Author, A. A., & Author, B. B. Name of Group.	(2020).	Title of article.	<i>Title of Periodical</i> , 34(2), 5-14. <i>Title of Periodical</i> , 2(1-2), Article 12. <i>Title of Periodical</i> .	https://doi.org/xxx https://xxxx
Author, C. C. [username] Username.	(2020, January). (2020, February 16).			

Example Newspaper Article with URL

Guarino, B. (2017, December 4). How will humanity react to alien life? Psychologists have some predictions. *The Washington Post*. <https://www.washingtonpost.com/new/speaking-of-science/wp/2017/12/04/how-will-humanity-react-to-alien-life-psychologists-have-some-predictions>

Electronic Magazine Articles

Author	Date	Title	Periodical information	DOI or URL
Author, A. A., & Author, B. B. Name of Group.	(2020). (2020, January).	Title of article.	<i>Title of Periodical</i> , 34(2), 5-14. <i>Title of Periodical</i> , 2(1-2), Article 12.	https://doi.org/xxx https://xxxx

	(2020, February 16).		<i>Title of Periodical.</i>	
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Example Online Magazine Article

Bergeson, S. (2019, January 4). Really cool neutral plasmas. *Science*, 363(6422), 33-34. <https://doi.org/xxxx>

Encyclopedia Entries

Author or editor	Date	Title	Publisher	DOI or URL
Author, A. A., & Author, B. B.	(2020).	<i>Title of book.</i>	Publisher Name.	https://doi.org/xxx
Name of Group. Editor, E. E. (Ed.). Editor, E. E., & Editor, F. F. (Eds.).		<i>Title of book</i> (2nd ed., Vol. 4). <i>Title of book</i> [Audiobook]. <i>Title of book</i> (E. E. Editor, Ed.). <i>Title of book</i> (T. Translator, Trans.; N. Narrator, Narr.).	First Publishers Name; Second Publisher Name.	https://xxxx

Example Online Dictionary, Thesaurus or Encyclopedia

Zalta, E. N. (2019). *The Stanford encyclopedia of philosophy* (Summer 2019 ed.). Stanford University. <https://plato.stanford.edu/archives/sum2019/>

Websites

Author	Date	Title	Website name	URL
Author, A. A., & Author, B. B.	(2020).			
	(2020, May 2).			
	(2020, September 28).			
Name of Group.	(n.d.).	<i>Title of work.</i>	Site Name.	https://xxxx

Entire Website

When referencing an entire website, simply include the URL in the text of the paper. Do not include it in the Reference list.

Example

To find information on the U.S. President's event schedule, check the White House website (<http://www.whitehouse.gov/>).

Article on a Website

Example Webpage on a Website with an Individual Author

Martin Lillie, C. M. (2016, December 29). *Be kind to yourself: How self-compassion can improve your resiliency*. Mayo Clinic. <https://www.mayoclinic.org/healthy-lifestyle/adult-health/in-depth/self-compassion-can-improve-your-resiliency/art-20267193>

Government and Academic Publications Online

Author	Date	Title of chapter	Publisher Information	DOI or URL	
Author, A. A., & Author, B. B.	(2020).	<i>Title of report.</i>	Publisher Name.	https://doi.org/xxx	
Name of Group.	(2020, May 2).	<i>Title of report</i> (Report No. 123).		Publisher Name.	https://xxxx
		<i>Title of gray literature</i> [Description].			

Example Report by Government Agency or Other Organization

Canada Council for the Arts. (2013). *What we heard: Summary of key findings: 2013 Canada Council's Inter-Arts Office consultation*. http://publications.gc.ca/collections/collection_2017/canadacouncil/K23-65-2013-eng.pdf

Audiovisual Media

Overview

Media type	Include as the author
Film	Director
TV series	Executive producer(s)
TV series episode	Writer and director of the episode
Podcast	Host or executive producer
Podcast episode	Host of episode
Webinar	Instructor
Classical music album or song	Composer
Modern music album or song	Recording artist
Artwork	Artist
Online streaming video	Person or group who uploaded the video
Photograph	Photographer

Stand-alone audiovisual media outline example

Author	Date	Title	Publisher	URL
Director, D. D. (Director).	(2020).	<i>Title of work</i> [Description].	Production Company.	https://xxxx

Producer, P. P. (Executive Producer).			
Host, H. H. (Host).	(1989-Present).		Label.
Artist, A. A.	(2013-2014).		Museum Name, Museum Location.
Uploader, U. U.	(2019, July 21).		Department Name, University Name.

Part of a greater whole audiovisual media outline example

Author	Date	Title	Publisher	URL
Writer, W. W. (Writer), & Director, D. D. (Director).	(2020).	Title of episode (Season No., Episode No.) [Description].	In P. P. Producer (Executive Producer), <i>Title of TV series</i> . Production Company.	https://xxxx
Host, H. H. (Host).				
Producer, P. P. (Producer).			In <i>Title of the podcast</i> . Production Company.	
Composer, C. C.			On <i>Title of the album</i> . Label.	
Artist, A. A.	(2019, July 21).	Title of song [Description].		

Audio(Podcasts)

Podcast Example

Vedantam, S. (Host). (2015-present). *Hidden brain* [Audio podcast]. NPR.
<https://www.npr.org/series/423302056/hidden-brain>.

TV Series Example

Simon, D., Colesberry, R. F., & Kostroff Noble, N. (Executive Producers). (2002-2008). *The wire* [TV series]. Blown Deadline Productions; HBO.

4.FIGURES, PHOTOGRAPHS, MAPS, TABLES...

Figures and other graphic material are published on endpapers after the text in the section PLATES. We accept either black-and-white or coloured documents. Figures should be simple and clear. The goal is for figures to be comprehensible to readers and assist them in their understanding of the paper.

When including appendices containing graphs, tables, and images that complement academic papers, please follow these guidelines:

1. Send images separately as original files in 'jpg' format, with a minimum resolution of 300 dpi. Acceptable formats also include 'tif,' 'eps,' 'ai,' and 'pdf.'
2. Images containing text or arrows should ideally be in a resolution of 600 dpi.
3. Avoid sending graphs and tables in 'jpg' format. Create graphs in Excel and tables in Word, and send them as original files.

4. Images created by you can be provided in formats such as 'ppt' (PowerPoint), 'docx' (Word), and 'xlsx' (Excel).

Please include these appendices along with your academic paper.