

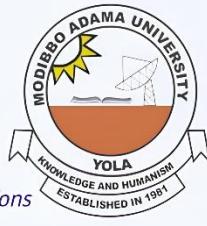


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AUTHOR'S GUIDE

Submission of the Articles

Online submission and review of manuscripts is mandatory for all papers. Please read and follow the instructions for authors given below. When your manuscript has been prepared in accordance with these instructions and you are ready to submit online:

1. Go to the website [https://www.ijdm.org.ng](http://www.ijdm.org.ng)
2. Register in the journal and, then log on to the journal by entering the *user id* and *password*.
3. On successful submission, an e-mail acknowledgement will be sent to the email address you have provided.
4. Subsequent correspondence should be routed via the Managing/Publication Editor, on editor.ijdm.mau.edu.ng

Submission Preparation

As part of the submission process, authors are required to check all of the following items, as submissions may be returned to authors that do not adhere to these guidelines.

1. The submission has not been previously published, nor is it before another journal for consideration.
2. The submission file is in both MS-word and pdf.
3. The text adheres to the stylistic and referencing requirements outlined in the Author's Guide.
4. Add DOIs and persistent links to those references that have DOIs.
5. If the paper is accepted for publication, you will be asked to pay an Article Publication Charge as displayed on the website.
6. The journal/publisher is not responsible for subsequent uses of the work. It is the author's responsibility to bring an infringement action if so desired by the author.

Review Process

In our review process, we pre-screen all papers, some of which are immediately rejected. We regret that we cannot provide explanations on our desk reject papers. Submissions will be desk rejected,

rejected after review or conditionally accepted. If it can be considered for publication it is first checked for plagiarism after which the Corresponding Author will receive a notification of peer-review process. All manuscripts are reviewed by an editor and members of the Editorial Board or qualified outside reviewers. This is done within the shortest given time. The journal strives to return reviewers' comments to authors within 3 weeks. The editorial board re-review manuscripts that are accepted until they are revised. To facilitate the blind review process, please ensure that the author(s)' name(s) do not appear anywhere in the manuscript or in the filename. Author(s)' name(s), designations and institutional addresses should be in a separate file. The Editorial Board reserves the right to make editorial changes to any manuscript accepted for publication to enhance clarity and style.

Papers will be published in the following possible edition after acceptance.

At submission, the journal requires authors to disclose whether they used Artificial Intelligence (AI) assisted technologies (such as Large Language Models (LLM), Chatbots, or image creators etc) in the production of submitted work. Note, AI facility cannot be listed as author. Author who use such technology should describe in both the cover letter and the submitted work, how they used it. Note we use **WAME policy** on the use of AI technologies in publications.

Upon the completion of the review process, an article will receive an evaluation result as follows:

- Accepted
- Accepted with minor revision
- Accepted with major revision
- Rejected or declined

In the case of a conditional acceptance, authors will be required to revise the manuscript to address the concerns and recommendations emanating from the peer review process, or alternatively, to provide a detailed justification of the reasons for disagreeing with the observations made. The manuscript is again revised by the Editorial Board, as well as by peer reviewers in some cases. Be advised that the text may undergo as many reviews as needed to ensure that Authors have adequately addressed all issues raised.

The Editor-in-Chief makes the final decision on the acceptance of manuscripts. All decisions are communicated in writing to the corresponding author. The time needed to process a manuscript varies depending on the complexity of the subject matter and the availability of appropriate peer reviewers.

Manuscript First Checks

Note that any article without non-refundable processing fee of N10,000.00/\$15 will be rejected.

Step 1: Basic check

The editor or editorial assistant checks a received manuscript to determine whether it fits the journal's aim and scope. Manuscripts out of the journal's scope are desk rejected. Articles published fully or partly in other publications/websites are not reviewed or accepted.

Step 2: Similarity check

Please be aware that we check all submitted manuscripts for plagiarism. We use Cross Check (powered by checkforplagiarism.net, the plagiarism-detection system by Google) to check for similarity to previously published documents. All manuscripts containing plagiarism, including

self-plagiarism, and dishonesty are rejected. Authors are to check manuscripts for accuracy of language before submitting to the journal. The Editorial Board will not edit submitted manuscripts for style or language.

Step 3: Peer review

1. We use a double-blind system for peer review; both reviewers' and authors' identities remain anonymous. The submitted manuscript will be reviewed by at least two experts: one editorial staff member as well as one to three external reviewers. Upon submission of a paper, the author/authors are to provide the Editorial Board with names, addresses, designations and email addresses of at least three possible Reviewers from different institutions. The Editorial Board is not bound to use the submitted Reviewers. The review process may take two to four weeks. In some rare cases, according to the recommendations from editors and reviewers, a second round of peer review may be initiated.

Step 4: Acceptance/Rejection decision

The decision to accept an article is based on the average score and recommendations given by reviewers. The reviewers grade a submitted manuscript on a scale of 1 to 5. To be accepted for publication, the manuscript must obtain an average score not less than 2.5. However, we may reject a manuscript with a score higher than 2.5 when an editor or reviewer thinks it is not suitable for publication.

Charges and Fees

An article that is accepted for publication in this journal will be charged for the Article Publication Charge (APC) as shown on the Journal's web page. The contributions are made possible to support a range of publishing services we provide including: article production and hosting, liaison with abstracting and indexing services, and customer services. The APC should be paid immediately after notification of article acceptance has been received by the author.

After Acceptance

Corresponding author will receive an e-mail notifying proofs allowing you to correct and eliminate potential introduction of errors in your manuscript. Please use this proof only for checking the typesetting, editing, completeness and correctness of the text, tables and figures. Significant changes (including list of authors) to the article as accepted for publication will only be considered with permission from the Editor.

Please ensure that all corrections are sent back to us in one communication. Please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility. Once the article has been proof read by the author, it will be published immediately on the website of the journal, thus making it available to subscribers to read and cite.

Type of Contributions

The type of articles that Journal look forward to receive is mainly an out-come of original research and the review articles that summarizes the state-of-the-art scenario of a specific research field pertaining to the focus and scope of IJDM.

1. Research articles

These articles report research work or original research findings that have not been published and are not under consideration for publication elsewhere. Article that are directly linked to human development is highly encouraged.

2. Review articles

These contributions are usually commissioned by the Journal. However, high quality unsolicited review articles are also considered. These articles review and discuss developments in a given domain. These are expected to be well focused and organized, and refrain from adopting a general ‘textbook’ style.

The length of the review article should not exceed 5000 words. An abstract of less than 250 words is preferred. The number of references should be limited to about 100 in number.

Plagiarism

Authors should submit only original work that is not plagiarized, and has not been published or being considered elsewhere. Appropriate software will be used by the editorial office to check for similarities of submitted manuscripts with existing literature. Inclusion of fraudulent or knowingly inaccurate statements are unacceptable. Work and/or words from other publications must be appropriately cited or quoted.

Authors should not publish manuscripts describing essentially the same research output in more than one journal or primary publication. A similar manuscript should not be submitted to more than one journal concurrently as this constitutes an unethical publishing behavior and it is unacceptable.

Reporting

Authors should state their results clearly, honestly, and without fabrication, falsification or inappropriate data manipulation. The methods used in the work should be clearly and unambiguously described so that the findings can be repeated and confirmed by other researchers.

Conflicts of Interest

Authors must fully disclose information about any grant or subsidy to cover research costs received from government or its agencies, a commercial or private entity, national or international organization, or research support agency. These disclosures help the reader to better understand the relationship between the author(s) and various entities that may have an interest in the information reported in the published article. All sources of financial support for the project should be disclosed.

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Authorship and Collaboration

Name of Authors listed in a paper should be limited to those who have made a significant contribution to the report. Only those who have made significant contributions should be listed as Co-authors. Others who have participated in certain substantive aspects of the work must be acknowledged or listed as contributors. It is the duty of the Corresponding Author to ensure that all appropriate Co-authors and no inappropriate Co-authors are included on the paper. All Co-authors must approve the final version of the paper and agree to the version of the paper before submission.

General Guidelines to Write Manuscript

The general organization of the manuscript should be presented as IMRaD

Introduction

Methods

Results

Discussion

Front Matter of the Paper

At this stage, the basic organization of the manuscript should look like this:

Title Page

The title page should include:

1. A concise and informative title
2. The name(s) of the author(s)
3. The affiliation(s) and address(es) of the author(s)
4. The e-mail address, telephone and fax numbers of the corresponding author

Abstract

This section highlights the main points of the article, outlines the results and conclusions and elucidates the significance of the results (Note that no references should be cited in the abstract). Please provide an abstract of 150 to 250 words. The abstract should not contain any undefined abbreviations or unspecified references. Avoid the use of equation or other mathematical statements in the abstract if possible.

Mathematics Subject Classification (MSC2020) number

Keywords

There should be minimum of three and maximum of five keywords.

Author for Correspondence

The name of the Corresponding Author should contains *E-mail addresses and Telephone Number* (Both e-mail and Telephone Number are mandatory).

The Body

1. Introduction

Inclusion of specific review of theories in the Introduction section to present theoretical evidences as the basic theories or empirical evidences that review the previous studies is

allowed. This section has to elaborate on the background to the study/research, and its aims. It should conclude with a brief note on what has been achieved

2. Methods

In the materials and methods section, the past is more natural because you are describing work that is already complete at the time of writing. Thus, it is simply a description of your actions.

3. Results

This section must present sufficient experimental data to enable the experiments to be repeated or enough examples. It must be presented in a way that the readers can follow. Authors must notify the main findings of the research, providing a clear explanation of their significance and relevance.

4. Discussion

5. Conclusion

This section should contain a short conclusion text. This is where the paper should make clear, its contribution to development.

6. Acknowledgement(s)

This section should contain a precise and short acknowledgement text. Acknowledgments of people, grants, funds, etc. The names of funding organizations should be written in full.

References

1. This section contains abbreviated alphanumeric expressions embedded in the body of an intellectual work that denote an entry in the bibliographic references section of the work. The purpose of these is to acknowledge the relevance of the works of others to the topic of discussion at the spot where the citation appears. Authors must make sure that some of the references are current, published within the last five years adhering to 10-15% of the total references.

Appendices (if any)

Text Formatting

1. Authors are required to use the style template format accordingly before submission.
2. Authors are required to conform to the References Guidelines (APA 2020 style) if they want their manuscript to be considered for publication.
3. All manuscripts should be typed in Microsoft Word (.docx) and single-spaced.
2. Margins are to be set at (2 cm at all sides) and paper size at A4 (21 x 29.7cm).
3. Use a normal, plain font (e.g., 10-point Times Roman) for text.
4. Use italics for emphasis.
5. Use the automatic page numbering function to number the pages.
6. Do not use field functions.
7. Use tab stops or other commands for indents, not the space bar.
8. Use the table function, not spreadsheets, to make tables.

9. Use the equation editor or MathType for equations.
10. Save your file in docx format (Word 2007 or higher) and then its pdf.

Headings

Please use the decimal system of headings with no more than three levels.

Abbreviations

Abbreviations should be defined at first mention and used consistently thereafter.

Footnotes

No page footnote

Scientific Style

Please, always use internationally accepted signs and symbols for units (SI units). Use the standard mathematical notation for formulae, symbols, numerals, operators, and punctuation, and commonly defined functions or abbreviations, e.g., cos, det, e or exp, lim, log, max, min, sin, tan, d (for derivative). Bold for vectors, tensors, and matrices.

Tables

1. All tables are to be numbered using Arabic numerals.
2. Tables should always be cited in text at their appropriate description in consecutive numerical order e.g. Tables 1 and 2.
3. For each table, please supply a table heading (title) explaining the components of the table.
4. Table heading should begin with the term Table in bold type, followed by the table number, also in bold type.
5. No punctuation is to be included after the number, nor is any punctuation to be placed at the end of the heading.
6. Identify any previously published material by giving the original source in the form of a reference at the end of the table heading.
7. Footnotes to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data) and included beneath the table body and not as a page footnote.

Figures

1. There should be no spelling errors\typo in the artwork in the Figures.
2. All Figures are to be numbered using Arabic numerals.
3. Figures should always be cited in the text at their appropriate description, e.g., Figure 1.
4. Figure parts should be denoted by lowercase letters (a, b, c, etc.) e.g., Figure 4a.
5. If an appendix appears in your article and it contains one or more figures, continue the consecutive numbering of the main text. Do not number the appendix figures separately or as, "A1, A2, A3, etc."
6. Each figure should have a concise caption describing accurately what the figure depicts.
7. Identify any previously published material by giving the original source in the form of a reference at the end of the figure caption.
8. Include the captions in the text file of the manuscript, not in the figure file.
9. Figure captions should begin with the term Figure in bold type, followed by the figure number, also in bold type.
10. No punctuation is to be included after the number, nor is any punctuation to be placed at the end of the caption.
11. Identify previously published material by giving the original source in the form of a reference citation at the end of the figure caption.
12. Figures should not be more than 174 mm wide and not higher than 198 mm.
13. If you include figures that have already been published elsewhere, you must obtain permission from the copyright owner(s) for both the print and online format. Please be aware that some publishers do not grant electronic rights for free and that IJDM will not be able to refund any costs that may have occurred to receive these permissions. In such cases, material from other sources should be used.

Electronic Figure Submission

1. Supply all figures electronically.
2. Indicate what graphics program used to create the artwork.
3. For vector graphics, the preferred format is EPS; for halftones, please use TIFF format.
4. MS Office files are also acceptable.
5. Vector graphics containing fonts must have the fonts embedded in the files.
6. Name your figure files with "Fig" and the figure number, e.g., Fig1.eps.

Line Art

1. Definition: Black and white graphic with no shading.
2. Do not use faint lines and/or lettering and check that all lines and lettering within the figures are legible at final size.
3. All lines should be at least 0.1 mm (0.3 pt) wide.
4. Scanned line drawings and line drawings in bitmap format should have a minimum resolution of 1200 dpi.
5. Vector graphics containing fonts must have the fonts embedded in the files.

Halftone Art

1. Definition: Photographs, drawings, or paintings with fine shading, etc.
2. If any magnification is used in the photographs, indicate this by using scale bars within the figures themselves.
3. Halftones should have a minimum resolution of 300 dpi.

AMERICAN PSYCHOLOGICAL ASSOCIATION, SEVENTH EDITION (APA-7)

This reference guide style adopted by IJDM details methods for citing and formatting reference entries in accordance with principles established by the *Publication Manual of the American Psychological Association*, Seventh Edition (2020). For more information about APA style, visit <https://apastyle.apa.org/> and <https://apastyle.apa.org/blog>

If you have access to the software, a corresponding EndNote output style can be downloaded from

<http://endnote.com/downloads/style/tf-standard-apa> by searching for the style named **TF-Standard APA**.

Always use the standard abbreviation of a journal's name according to the ISSN List of Title Word Abbreviations, see [ISSN.org LTWA](https://issn.org/LTWA)

You may also use the standard abbreviation of a journal's name according to the ISI Journal Title Abbreviations

If you are unsure, please use the full journal title.

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This is the statement of ethics adapted from the principles of the Committee on Publication Ethics (**COPE**) and covers the code of ethics for Editor-in-Chief, Editorial Board Members, Reviewers and Authors.

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1. Have the responsibility of ensuring only new and original work is submitted.
2. Must not reproduce work that has been previously published in other journals.

3. Must not submit any articles that are being reviewed or considered by the journal to other journals simultaneously.
4. Are only allowed to publish their work elsewhere after receiving a formal rejection from the journal or if their request to withdraw their work is officially accepted by the journal.
5. Must inform the Editor-in-Chief or the publisher of any inaccuracy of data in their published work so that correction or retraction of article can be done.
6. Should make significant contributions and be held accountable for any shortcoming in their work.