**Author Guidelines for Publication in MOHE Journal**

**1.0 GENERAL**

Manuscripts submitted for publication in Movement, Health & Exercise should adhere to the guidelines provided in the Publication Manual of the American Psychological Association, fifth edition onwards. Submission of manuscripts is via online (MoHE Portal) and must be written in English or in Bahasa Malaysia. All English spellings must conform to UK English. Authors not sufficiently familiar with English or Bahasa Malaysia are advised to seek the aid of a competent translator. All manuscripts are subject to a blind review process by two or more referees. Acceptance is based on significance to the fundamental objectives of the Ministry of Education Malaysia, Sport Division, originality, and validity of the material presented.

**2.0 MANUSCRIPTS**

Manuscript should be typed in single spacing, using Times Roman (size 11). The length of a manuscript must be limited based on allowances of the online submission system. Pages are numbered consecutively, and include the references, tables, and legends to figures. Author(s) should indicate where figures and tables are to be inserted. Kindly refer to [MoHE Template](https://www.mohejournal.com/public/journals/1/docs/mohe_template.doc) for guidance. Organization of the manuscript are as follows:

* the title page should include the complete tile, the name(s) of the author(s) and location of the institution where the research was carried out. This location must be written in English. The name, address and email or website information of the contact author should be typed at the bottom of the title page.
* an abstract (maximum 300 words) must precede the manuscript, stating the main problem, methods, results and conclusions. Four keywords, arranged in alphabetical order, must be included in the specific column provided.

The accepted arrangement for the body of text must be organized as follows:

* Introduction states the purpose of the research, and preferably accompanied with a short review of the pertinent literature.
* Materials and methods describe the appropriate information in detail, so as to facilitate replication by future researchers in the related research domain.
* Results report the findings concisely.
* Discussions interprets the results and their significance in terms of contribution to the existing body of related literature.
* A brief paragraph to include recommendations for the practical use of the research findings ends the body of text.

**3.0 REFERENCES**

Only works that are cited in the text, and that have been accepted for publication should be included in the list of references (separate sheet). The citation of references in the text should mention author’s name and year of publication in brackets referring to the alphabetically arranged list. All authors should be listed. Abbreviations should be avoided. Each reference should include:

Journals – authors name and initials, years, title of article, journal name, volume number, first and last pages:

[e.g. Taha, Z. (2008). A study of the impact of sepak takraw balls on the head. International Journal of Sports Science and Engineering, 2, 107–110.]

Books – author’s names and initials, year, title, city of publication, publisher.

[e.g. Corbin, C. B., Welk, G. J., Corbin, W. R., & Welk, K. A. (2004). Concepts of physical fitnes (12th ed.). New York: McGraw-Hill.

For further information see APA Manual.

**4.0 TABLES AND FIGURES**

The number of tables and figures is to be kept to a minimum. Preparation of figures and tables must conform to the online specifications. Table should be self-explanatory, supplementing but not duplicating the text. A brief title should be provided for each table and figures. Abbreviations used in tables should be defined. Figures and any other forms of illustration should be numbered in the order in which they are first mentioned in the text.

**5.0 PLAGIARISM CHECKING**

A policy of screening for plagiarism has been performed using turnitin platform.

**6.0 CHANGE OF ADDRESS**

Any change of address should be notified immediately via the first author’s account in the MoHE online system.

**7.0 COST OF PUBLICATION**

Publication in the Movement, Health & Exercise (MoHE) journal is free of charge. There are no submission charges, no article processing charges (APCs), page charges, or color charges.

**8.0 FREE OFFPRINTS**

Corresponding authors will be given the choice to buy extra offprints before printing of the article.

**9.0 FREQUENCY OF PUBLICATION**

Published 2 times in a year (January and July).

**10.0 OPEN ASSESS AND LICENCE AGREEMENT**

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**Submission Preparation Checklist**

As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and 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 (or an explanation has been provided in Comments to the Editor).
2. The submission file is in OpenOffice, Microsoft Word, RTF, or WordPerfect document file format.
3. Where available, URLs for the references have been provided.
4. The text is single-spaced; uses a 11-point font; Times New Roman; and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.
5. The text adheres to the stylistic and bibliographic requirements outlined in the [Author Guidelines](https://www.mohejournal.com/index.php/mohe/about/submissions#authorGuidelines), which is found in About the Journal.
6. If submitting to a peer-reviewed section of the journal, the instructions in Ensuring a Blind Review have been followed.

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