

Guidelines for Case

Formatting guidelines must be followed rigorously since papers will not be typeset. Authors are advised to print this sample manuscript and use it as a reference while preparing their own Case Presentation to ensure all guidelines are met.

The **Abstract of the Case** should not be longer than 1500 words, including the title page, main body, charts, tables, and figures. References are not included in the word limit.

The **Case** should be 1.5 line spacing throughout. The font to be used for the paper should be Times New Roman 12-point font. The page size should be A4 formatting. 2.54 cm margins should be used on all sides (left, right, top, bottom). Endnotes, Headers, or Footers should not be used.

References must be in the American Psychological Association (APA) style and carefully checked for completeness, accuracy, and consistency.

Please fill in relevant information under suggested headings. Kindly use only those that are applicable.

Kindly note these guidelines are only for the Case. for full-length case, the author should follow the submission guidelines of Case journals or Case Repositories/ Aggregators as applicable

PFB Case Template

Type the Title of This Case, Capitalize the First Letter of Each Content Word - Not

More Than 15 Words

***First Author¹, Second Author², Third Author³**

¹Department Name of Organization, Name of Organization, City, Country (first author's affiliation)
e-mail

²Department Name of Organization, Name of Organization, City, Country (second author's affiliation)
e-mail

³Department Name of Organization, Name of Organization, City, Country (third author's affiliation)
e-mail

Keywords (12pt, Times New Roman)

Include at least 3 keywords or phrases in alphabetical order, which must be separated by commas to distinguish them

- Abstract
- Introduction
- Case
- Data/ Boxes/ Tables/ Exhibits
- Conclusion
- Consent
- Acknowledgment
- References / Links

¹*Corresponding Author