



GENERAL INSTRUCTIONS FOR LETTER TO THE EDITOR

As implied by the name, Letter to the Editor is a formal letter addressed to the Editor-in-Chief, regarding an issue of concern from a reader of the Journal. A Letter may refer to a recently published article and should not be submitted any later than three months after its publication. Authors can also submit a Letter about the latest developments in their field of expertise (in line with the scope of the Journal), or highlight a relevant issue that needs to be addressed by academics and researchers. Letter to the Editor includes 750 words, maximum of 1500 words, including references, tables, figures, maximum of 3 authors.

The order of submission must be (1) Title Page, (2) Abstract, Keywords, (3) Text, (4) Acknowledgments, (5) Ethical Approval, (6) Funding Source, (7) Conflicts of Interests, (8) References.

(1) Title Page

The manuscript must include a title page that provides the full title (it should disclose the essence of the problem, clearly correspond to the content of the manuscript, without abbreviations); manuscript type; full names of authors, their affiliations and contributions; information about the authors, corresponding author details, short running title, manuscript word count (excluding title, abstract, acknowledgments, conflicts of interest, references, figures and table), and abstract word count.

(2) Abstract, Keywords

All manuscripts must have a structured abstract with 200-250 words in the language of manuscript, without abbreviations. Required headings are: Background (including the aim of the study), and Conclusions.

Keywords (5-7 keywords) are provided for indexing purposes and online searches. Authors are encouraged to browse through articles on similar topics to find appropriate keywords.

(3) Text

Body Letter

It starts with "Dear Editor". It does not contain any abstract or subheadings in the body.

(4) Acknowledgments

List / thank / acknowledge here individuals who contributed to the work but do not qualify for authorship.

(5) Ethical Approval

If a study involves human participants/or animals, Authors need to obtain approval from the Ethics Committee/Institutional Review Board of their institution. They must provide the name of the Committee/Board. Authors should also declare that they have obtained written informed consent from each potential research participant. It should be clearly stated that the researchers were properly introduced before the research, and the participants understood the objectives of the research. Authors also maintain that the consent was not obtained under coercion, and that the participants had the choice to withdraw at any stage of the research. Finally, it should be indicated that the participants were assured of confidentiality regarding the information provided.

(6) Funding Source

All sources of financial and material support for the research work are acknowledged in this section. Please include the name(s) of the funding organization(s) along with the grant number(s). If no funding has been provided for the research, please add the following statement: *This research did not receive any outside funding or support*

(7) Conflict of Interests

Authors must disclose any financial and non-financial competing interests in advance of the review process. They need to declare if they received financial payment for the research, or if they have close relationships with people or entities that could inappropriately influence (bias) their study. Non-financial interests may include the disclosure of any personal, political, religious, ideological, academic and intellectual interests that might bias a study. If there are no competing interests, add the following statement: *The authors declare that there is no conflict of interests*

(8) References

Reference list conforms to the APA Style (APA 7th) and includes 3-10 references.