



Guidelines for the publication of papers in JNGS

- a) Papers are published in English. The preferred length is between 4500-5000 words.
- b) All papers should be accompanied by a 100-word abstract, with three to five key words as part of the abstract of the paper.
- c) Papers should be properly edited, stylistically polished and carefully proofread.
- d) The editor reserves the right to make such alterations as he sees fit to accommodate the style and presentation of the article to the style of the *JNGS*. Where major changes are necessary the text may be returned to the author for correction or approval.
- e) Copyright is transferred to the Central University of Technology, Free State on acceptance for publication.
- f) Titles should be short and concise. Suitable headings and subheadings should be provided. No more than 2 levels of sub headings are desired, for example: 1.1 and 1.1.1
- g) Source references in the text should be in the *Harvard* style, using the author's surname only.
- h) All *notes* should be regarded as *footnotes*.
- i) Abbreviations and acronyms should be written out in full the first time that they are used.
- j) Italics should not be over-used for emphasis. Latin phrases such as *per se* must be italicised. Words in languages other than that of the manuscript should be given in quotation marks.
- k) Refereeing is always anonymous. All articles will be peer reviewed by two referees and the editorial team.
- l) The author of a published paper will receive one copy of the relevant issue of the journal. No *honorarium* will be paid.
- m) Page fees are payable.

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Guidelines to referees of papers submitted to JNGS:

Please provide comments in respect of the following questions:

- a) Does the title reflect the contents of the paper?
- b) Do you deem the paper to be proof of thorough research and knowledge of the most recent debates and literature in this field of study?
- c) Does the paper reflect a high standard of scientific reasoning?
- d) Does the paper contribute to the technological sciences as specific field of study?
- e) Does this paper reflect application to business/industry/the world of work?
- f) What is the desirability to this paper being published in the *JNGS*?
 - (i) Without alterations.
 - (ii) With the following alterations:
 - (iii) Preferably not.
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