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The format should include Abstract (not more than 70 words), Introduction, with a clearly stated objective/ statement of problem and methodology (without necessarily itemising them as subheadings); the content/ finding should be arranged in logical sub-headings, with a Conclusion. It must be relevant to the society, development reconstruction. It must contribute to knowledge. Contributors must avoid the use of first person expressions and long sentences as much as possible.

N3,000 vetting fee is charged per paper. N15,000 publication fee is charged only after the paper has been accepted for publication.

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