

# Inter-Governmental International Organization

#### **COLOMBO PLAN STAFF COLLEGE**

for Human Resources Development in Asia and the Pacific Region Bldg. C., DepEd Complex, Meralco Ave., 1600 Pasig City, Philippines Phone: (+63-2) 631-0991 to 95 | Fax: (+63-2) 633-8425/631-0996

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SC/2016/1155/RPID

October 14, 2016

Mr. Ramesh Kumar Bakhati Acting Member Secretary Council for Technical Education and Vocational Training (CTEVT) Sanothimi, Bhaktapur, P.B. 3546 Kathmandu, Nepal

Subject: Invitation to Contribute to the 3rd Edition of the CPSC Journal on TVET titled STEPS (Scholarly Technical **Education Publication Series).** 

Dear Mr. Bakhati,

Warm greetings from the Colombo Plan Staff College for Technician Education (CPSC)!

We are pleased to inform you that CPSC invites interested authors, experts and students to publish their research papers/articles to CPSC Journal on Technical and Vocational Education and Training (TVET) titled STEPS (Scholarly Technical Education Publication Series).

The journal, currently on its third issue, is a publication which seeks to generate information, new findings, strategies, innovations, best practices on TVET and provide a launch pad for research-based papers or original research articles, case studies, review or report articles, papers presented in TVET conferences, or any compilation of current information covering issues, concerns, trends, and development in TVET in the Asia-Pacific Region in particular and the world at large.

The paper/article may pertain to any topic dealing with TVET (e.g. TVET for sustainable education; quality assurance in TVET; ICT for TVET; or any technical education topics and researches). Submission of papers/articles is requested to be in electronic format with 1,000-2,000 words or 6 pages equivalent, including figures and illustrations.

Please find enclosed details of the paper's prescribed format of the paper. Upon submission, these will be subjected to a blind review involving a panel of qualified TVET experts through a multi-stage review and assessment before being included to the final lineup. This is to ensure the high academic quality of the papers submitted to our journal.

Papers may be sent through the email of CPSC's Research, Publications and Information Division (rpid@cpsctech.org) or through the STEPS Online Journal System (OJS) accessible via http://steps.cpsc.tk/index.php/steps. You may register as reader through the OJS to see our previous issue for reference while the author may register as author prior to submitting

Thank you and we look forward to receive your most positive feedback and consideration of this invitation.

Sincerely,

Dr. Ram Hari Lamichhane CPSC Director General

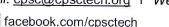
STEPS Editor-in-Chief



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# Prescribed format for submission of Paper/Article to STEPS

# Paper Title

Author(s) Name(s) {Title (Dr.; Prof.) First Name, Middle Initial, Surname, Title}

Author Affiliation(s)

E-mail Address

#### **Abstract**

The abstract may be between 100-200 words, below the author information. Use the word "Abstract" as the title.

Keywords: We would like to encourage you to list your keywords in this section.

#### Main text

The main text is suggested to be between 1000-2,000 words or equivalent to 5-6 pages. Figure and table must have proper captions and must be numbered separately. For example: "Figure 1. Database contexts", "Table 1. Input data".

Headings and subheadings under each bigger heading must be properly identified by a number.

For example:

### 1. Introduction

## 1.1 Second-order headings



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## 1.1.1. Third-order headings:

## For References/citations and other details please follow the latest APA format or below examples:

#### References:

- 1. Department of Skills Development (2006). DSD Annual Report 2005. DSD: Unit of the National Dual Training System.
- 2. Deissinger, T. (2001). Vocational Training in Small firms in Germany: The Contribution of the Craft Sector. Education and Training. Volume 43. No. 8. Pages 420-436.
- 3. Ferguson, L. R. (2007). Foundational Skills: The Currency That Purchase Opportunity in Tomorrow's Workplace. Journal of Education. Volume 86. No 6. Page 62.
- 4. Fong Chan Onn (2000). Speech at the conference ministry of human resources. Retrieved June 13, 2008, from http://www.jaring.my/ksm/spm38.htm.
- 5. Fong Chan Onn (2007). Message From The Minister. In M.Sail Rahim, et al. "National Dual Training System: Handbook on Social Skills and Social Values in Technical Education and Vocational Training. Second Edition. New York: Cataloguing in Publication Data.
- 6. Gay, L. R (1996). Educational Research Competencies for Analysis and Applications. Fifth Edition. Florida: Prentice-Hall.
- 7. George, T. (2007). Message From The Secretary-General. In M.Sail Rahim, etal. National Dual Training System: Handbook on Social Skills and Social Values in Technical Education and Vocational Training. Second Edition. New York: Cataloguing in Publication Data.
- 8. Jackson, W. (2008). Training in British Industry. Journal of Training and Education Volume 50. No. 1. Pages 10-13.
- 9. Kraemer, D. (1993). The Dual System of Vocational Training in Germany. Journal of Education. Volume 57. No. 5. 245 pages.
- 10. Loose, G., Spottl, G. and Md. Sahir Yusoff (2008). Re-Engineering Dual-Training The Malaysian Experience. German: Peter Lang Publishing.