## **Submission Checklist**

Title of the manuscript:

Please check below items as  $\checkmark$  before submission of the manuscript.

- 1. General Guideline
- □ The length of the manuscript is 8 pages of The Journal of Korean Housing Association and it does not exceed 14 pages.
- $\hfill\square$  The manuscript is typed in Hangeul or Word.
- □ The manuscript is formated according to the submission guideline: Left and right margin 16 mm; Top margin 19 mm; Bottom margin 15 mm; Top header, 8 mm; Bottom header 12 mm. The main text should be Sinmyeongjo 9.5-point and the line spacing should be 150%.
- □ The manuscript consists of the title, author(s)' name(s), affiliation, abstract, keywords and main text.
- □ The main text consists of Introduction, Theoretical Background, Methods, Results, and Discussion.
- □ The main text is written in a two-column (column spacing 10 mm) A-4 size (210×297) paper.
- □ The title, name(s) of author(s), and affiliation are written in both Korean and English.
- 2. Abstract and keywords
- $\hfill\square$  The abstract is about 200 words.
- $\Box$  The abstract include research objectives, methods and research findings.
- $\hfill\square$  Keywords are specified below the abstract.
- 3. Main text
- $\Box$  The subheadings are numbered in the following manner: I. 1. 1) (1) (1)
- $\hfill\square$  The manuscript is written either in Korean or English.
- 4. Tables, Figures, and Photos
- □ Heading of tables, figures, and photos are written in English.
- $\hfill\square$  Tables and figures are cited as <Table 1> or <Figure 1> in the main text.
- □ Tables, pictures and photos are inserted according to the Submission Guideline format.
- $\hfill\square$  Tables include a minimum number of horizontal lines with no vertical lines.

## 5. References

- □ All and every reference in the main text should be included in the references.
- $\hfill\square$  The list of references should be organized in the alphabetical order.
- □ The list of references should conform to the style of the Publication Manual of the American Psychological Association.

## 6. Contributors

- $\hfill\square$  Co-authors' names are specified and the first author's name is written first.
- □ The corresponding author is specified in the footnote of the first page according to the Submission Guideline format.