



Manuscript Preparation

Quotations

Printed in Times New Roman 11 point font face.

1. Quotations in the Contents

Format	Quotation (In front of the sentence)	Quotation (At the end of the sentence)
One author	Coghlan (1993)	(Coghlan, 1993)
Two authors	Mohsen and Mohammad (2011)	(Mohsen & Mohammad, 2011)
Three or more authors	Burkart et al. (1997)	(Burkart et al., 1997)
Organization	Ministry of Education (2020)	(Ministry of Education, 2020)
Organization using abbreviation	First quotation: National Institute of Development Administration (NIDA, 2018) Next quotation: NIDA (2018)	First quotation: (National Institute of Development Administration [NIDA], 2018) Next quotation: (NIDA, 2018)
Quotation from document (Specify page number)	Shaw (2017, p. 172) or Shaw (2017, pp. 172-180)	(Shaw, 2017, p. 172) or (Shaw, 2017, pp. 172-180)
Quotation from interviews	J. M. Sun (Personal communication, August 18, 2021)	(Sun, J. M., Personal communication, August 18, 2021)

2. References at the End of Article

All documents that have been quoted must be listed in the References at the end of the article. The list must be alphabetically ordered based on the reference sources and surname of the author. The reference format should follow that of APA (7th edition).

2.1 Format of Reference Based on Number of Authors

Authors	Reference at the End of Article
One author	Surname./First alphabet of name being a capital letter.
Two authors	Surname./First alphabet of name being a capital letter./&/Surname of second author./First alphabet of name being a capital letter.
3-20 Authors	Surname./First alphabet of name being a capital letter./Surname./First alphabet of name being a capital letter./Surname./First alphabet of name being a capital letter./ (Number 1-19 authors),/&/Surname./First alphabet of name being a capital letter. (Number 20 author)
21 Authors or more	Surname./First alphabet of name being a capital letter./ (Number 1-19 authors),/./././Surname./First alphabet of name being a capital letter. (The last author)

2.2 Format of Reference Based on Documents

2.2.1 Journals

1) Journal (Printed)

Surname./First alphabet of name being a capital letter./ (A.D. year) ./Article title./ *Journal title*, /
 ///// *Volume* (No.) ./first page-last page of article in the journal.

Kraikunasai, J., Chongcharoen, K., Ngudgratoke, S., & Pukchanka, P. (2017). A causal model of administrative factors affecting educational quality in vocational school. *Panyapiwat Journal*, 9(2), 171-184.

2) Journal (Electronic)

Surname,/First alphabet of name being a capital letter./(A.D. year)/Article title./Journal title,/
/////Volume(No.)/first page-last page of article in the journal./http://doi.org/xxxx or URL

Waehayee, N. (2014). Relationship between strategic performance based budgeting system and law on the budgetary procedures. *Jurisprudence Journal Naresuan University*, 7(2), 152-178. <http://doi.org/10.14456/nulj.2014.9>

Sittichai, O., & Silcharu, T. (2021). Guidelines for creating competitive advantage for processed food industry cluster. *Panyapiwat Journal*, 13(2), 12-26. <https://so05.tci-thaijo.org/index.php/pimjournal/article/view/240994>

2.2.2 Books

1) Book (Printed)

Surname,/First alphabet of name being a capital letter./(A.D. year)/Book title/(Edition)/Publisher./
* In case of no publication date, put n.d.
* In case of first edition, do not specify the edition.
* In case of no specification of publisher, put n.p.

Ritcharoon, P. (2016). *Principles of measurement and evaluation*. House of Kermyst.

Yamane, T. (1967). *Statistics: An introductory analysis* (2nd ed.). Harper and Row.

2) Book (Electronic without DOI)

Surname,/First alphabet of name being a capital letter./(A.D. year)/Book title/(Edition)/URL
* In case of no publication date, put n.d.
* In case of first edition, do not specify the edition.
* In case of no specification of publisher, put n.p.

Department of Primary Industries and Mines. (2017). *Benchmarking industrial logistics performance index supply chain performance index logistics scorecard*. <https://dol.dip.go.th/files/article/attachments/dol/3e30ca4fc9f964feeb57fce3fc602c04.pdf>

3) Chapter in a Book

Surname,/First alphabet of name being a capital letter./(A.D. year)/Title of chapter or article./
/////In/First alphabet of editor's name being a capital letter/Surname/(Ed. or Eds.)/Book
/////title/(pp./page numbers)/Publisher.

Chin, W. W. (1998). The partial least squares approach to structural equation modeling. In G. A. Marcoulides (Ed.), *Modern methods for business research* (pp. 295-336). Lawrence Erlbaum Associates.

2.2.3 Thesis

1) Thesis (Printed)

Surname,/First alphabet of name being a capital letter./(A.D. year)/Title of thesis/[Doctoral
/////dissertation or Master's thesis]/Name of educational institution.

Seangsri, W. (2009). *An analysis and development of school network administration model in northeastern rural area* [Doctoral dissertation]. Chulalongkorn University.

2) Thesis (Electronic)

First Format

Surname./First alphabet of name being a capital letter./(A.D. year)./Title of thesis/[Doctoral
/////dissertation or Master's thesis]./Name of website./URL

Lin, Q. (2020). *the influence of music teachers' competence on job performance-moderator role of interactive behavior* [Doctoral dissertation]. Panyapiwat Institute of Management Library. <http://elibrary.pim.ac.th/Record/833578>

Second Format

Surname./First alphabet of name being a capital letter./(A.D. year)./Title of thesis/(UMI number or /////other numbers)/[Doctoral dissertation or Master's thesis,./Name of university]./Name of /////database.

Lope, M. D. (2014). *Perceptions of global mindedness in the international baccalaureate middle years programme: The relationship to student academic performance and teacher characteristics* (Order No. 3682837) [Doctoral dissertation, University of Maryland]. ProQuest Dissertations and Theses Global.

2.2.4 Research Report

Surname./First alphabet of name being a capital letter./(A.D. year)./Title/(Report No. if given)./
/////Publisher./http://doi.org/xxxx or URL

National Cancer Institute. (2019). *Taking time: Support for people with cancer* (NIH Publication No. 18-2059). U.S. Department of Health and Human Services, National Institutes of Health. <https://www.cancer.gov/publications/patient-education/takingtime.pdf>

2.2.5 Electronic Media

Surname./First alphabet of name being a capital letter./(A.D. year,/month/date)./Article title./ /////Name of website./URL

* In case of no publication date, put n.d.

* In case of only A.D. year appears, put only A.D. year

* In case of the author's name and the website name being the same, cut the website name

Minister of Tourism and Sport. (2020, January 9). *Bangkok flea markets: Adventurous shopping experience*. Tourism Thailand. <https://www.tourismthailand.org/Articles/bangkok-flea-markets-adventurous-shopping-experience>

Millburn, J. F. (2021). *How to start a successful blog in 2021*. The minimalists. <https://www.theminimalists.com/blog/>

2.2.6 Articles/documents presented in academic conference (Proceedings)

Surname./First alphabet of name being a capital letter./(A.D. year)./Title of article./In/First /////alphabet of the editor's name being a capital letter./Surname/(Ed. or Eds.)./Name of /////conference topic./Name of conference/(pp./page numbers)./Name of database./
/////https://doi.org/xxxx or URL

Phinitchai, S., Nawaratana, N., & Tanthanuch, J. (2021). Distributional-based analysis for health care insurance claim data. In *Globalization revisited: Building organization resilience with digital transformation. The 4th PIM International Conference* (pp. 715-725). Panyapiwat Institute of Management. <https://conference.pim.ac.th/zh/wp-content/uploads/2021/03/I-Social-Sciences-and-Humanities-Part-1.pdf>

2.2.7 Documents for the Conference

Surname,/First alphabet of name being a capital letter./(A.D. year,/month/date)./Topic of
/////conference./In/First alphabet of the Chair Person's name being a capital letter./Surname/
///// (Chair),/Name of conference/[Symposium]./Name of conference organizer,/Place of /////conference.

Wasi, N., Poonpolkul, P., & Thephasdin na Ayudhya, C. (2021, September 30). Policy design for coping with aging society. In N. Wasi (Chair), *Future world money: Developing Thai digital currency* [Symposium]. BOT Symposium 2021: Building a Resilient Thailand. Bank of Thailand. <https://www.pier.or.th/conferences/2021/symposium/>

2.2.8 Interview Documents

Surname,/First alphabet of name being a capital letter./(A.D. year,/month/date of the interview)./
/////Interviewed by/First alphabet of the interviewer's name being a capital letter./Surname/ /////[Tape
recording]./Position of interviewee (If any),/Place of interview.

Chearavanont, S. (2021, September 30). Interviewed by N. Wanakijpaiboon [Tape recording]. Executive Chairman of Charoen Pokphand Group, Bangkok.

2.2.9 Newspapers

1) Newspaper (Printed)

Surname,/First alphabet of the author's name being a capital letter./(A.D. year,/month/date)./
/////Topic or article title./Name of newspaper,/first page-last page.

Sriwattanachai, R. (2014, October 24). The prefabricated generation of seasoning sauce market. *POST TODAY*, B3-B4.

2) Newspaper (Electronic)

Surname,/First alphabet of the author's name being a capital letter./(A.D. year,/month/date)./
/////Topic or article title./Name of newspaper./URL

Bangkok post and reuters. (2021, October 8). UK eases travel rules for countries including Thailand. *Bangkok Post*. <https://www.bangkokpost.com/thailand/general/2194651/uk-eases-travel-rules-for-countries-including-thailand>