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## 1.0. Introduction

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## 2.0. Methodology

### 2.1. Materials

Place tables in the text as you wish them to appear and in conjunction with the corresponding discussion. Tables must include a title and be numbered consecutively as “Table 1: Description” and so forth. The title must appear outside the table. Titles for tables should be in title case in a Times New Roman Font of 11. Tables must be black and white only. Do not use colour in tables. Define all variables in your table within the table or in the note to the table and in the text of the document.

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Create Equations using the Microsoft Word Equation Tool. Number equations consecutively on the right margin. For example:

$y=A+Bx\_{1}+Cx\_{2}+Dx\_{3}$ (1)

**Table 1:** Caption of table

|  |  |  |
| --- | --- | --- |
| **Variable** | **Size** | **Percentage (%)** |
| Variable A | 30 | 20 |
| Variable B | 30 | 20 |
| Variable C | 30 | 20 |
| Variable D | 30 | 20 |
| Variable E | 30 | 20 |

*A, B, C, D, E are variables*

### 2.2. Methods

Place tables in the text as you wish them to appear and in conjunction with the corresponding discussion. Tables must include a title and be numbered consecutively as “Table 1: Description” and so forth. The title must appear outside the table. Titles for tables should be in title case in a Times New Roman Font of 11. Tables must be black and white only. Do not use colour in tables. Define all variables in your table within the table or in the note to the table and in the text of the document.

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## 3.0. Results and Discussion

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2. Cite references chronologically e.g. (Osamuyi *et al.* 2014; Ehiorobo and Iznyon, 2015; Osamuyi, 2016)

For multiple citations with the same first author, list single-author entries by year using 2014a, 2014b, etc. For example: (Osamuyi *et al.,* 1996a).



**Figure 1:** Caption of figure

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2. For multiple citations with the same first author published in the same year, list entries by year using 1996a, 1996b, etc. Alphabetize by second author.
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1. Sample book citation:

Bond, W.R., Smith, J.T., Brown, K.L. & George, M., (1996). *Management of small firms*, McGraw-Hill, Sydney.

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1. Sample website citation:

Ehiorobo, J. (2014). *Fire Safety Engineering*. [online] Engineering Safety. Available at: http://www.firesafetyengineering.com/ehiorobo [Accessed 12 Nov. 2016].

## 4.0. Conclusions

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