**Appendix B**

**COVER LETTER SAMPLE**

Date: -----/-----/-------

To

The Editor-in-Chief

Foundation University Journal of Psychology

Rawalpindi

Pakistan

Subject: Submission of manuscript titled “[insert title of manuscript]”

Dear Sir,

We are submitting a [insert manuscript type] titled [insert title of manuscript] for publication in the Foundation University Journal of Psychology.

The content of the letter should highlight the following points

1. Title
2. Identified gaps in the subject
3. Implications of the study
4. Statement of originality
5. Statement that has not submitted somewhere else
6. Statement of similarity index.

Thank you,

Yours sincerely,

[Insert author names]