Submission Method

Please send your paper in word file or in PPT via **Online Submission Form**.

Submission Guideline

- All manuscripts will be subjected to double blind peer-review and are expected to meet the scientific criteria of novelty and academic excellence.
- The submitting author is responsible for ensuring that the article's publication has been approved by all other co-authors and takes responsibility for the paper during submission and peer review.
- The publisher will not be held legally responsible should there be any claims for compensation.

Formatting & Paper Length Limit (If applying in word file)

Note: For PPT (Main Title Font Size 15, Headings in Bold Letters, Other Text 12 Size Font.)

Follow the instructions mentioned below for Word File:

Paper length	Full paper: within maximum 12 pages, including references, tables/ charts and keywords
Abstract length	200-250 words
Key words	3-5 words
Font	12-point Times New Roman Headings in Bold, Main Title font size 15

Paragraph	Single-spaced
Margin	Normal (Top :2.54 cm , Bottom: 2.54 cm; Left : 3.18cm , Right: 3.18cm)
Page numbers	Bottom-centered
Layout	One-column Portrait or Double column
Format	MS Word-compatible file

Paper / Article / Presentation Structure

- **Abstract**
- **Introduction**
- **Purpose/Objectives**
- **Methodology/Approach**
- **Findings/Results**
- **Conclusion/Implications/Recommendations**
- **Acknowledgements** (when appropriate)
- **References**
- **Appendices** (when appropriate)

File format

- MS Word-compatible file / PPT

Academic Ethics

Articles submitted to the conference should report original and previously unpublished findings. Following ethical conduct is very critical in the academic world. Hence, any act of plagiarism cannot be tolerated. If an author is found to commit an act of plagiarism, the submission will be automatically dismissed.

Evaluation Process

- All papers will be subjected to double-blind peer-reviews. Relevancy, structure, research method, ethical conducts, language standard, innovativeness, references, hypothesis, result presentation, proficiency, format, amongst many other factors are considered for the evaluation process.
- Papers that are accepted will be published in the Conference Proceedings.

Instructions for the oral presentation (For only offline Conferences and Seminars)

The length of the presentation should be around 10 minutes. You can use any form of presentations you wish; we provide you with the necessary equipment upon request. Make sure you attend the conference a bit earlier to prepare the props.