

ABSTRACT SUBMISSION GUIDELINES

If you wish to participate in this conference as a paper presenter, you must submit an abstract for approval first. The abstract should be a summary of your presentation and is expected to meet the academic standards. Presentations could be done on Original research papers, Published articles, Dissertation/PhD thesis, Research proposals, Project reports, Ongoing research, Case Studies, Reports on current issues, Country reports etc..

You must submit your Abstract through the Application. Also, remember to include your Profile (a brief note about yourself) in the Application. Apart from that, you should send your biography along with your abstract.

Please Prepare Your Abstract in the Following Format:**1. The Abstract: -**

Title of Abstract – Bold, Times New Roman font size 12

Names of Author(s): First author's First Name, First Author Last Name¹; Second author's First name, Second author's Last Name²; and so, on

E.g., Dr. John Smith¹, John Smith¹, PhD,

Name of the university or place of work: *Italicized and centered.*

¹*First Author Institute, Department, Organization/ Institute, Country*

²*Second author Department, University/ Institute, Country*

Text: Font & size: Times New Roman font, size 11, Single paragraph

Line Space: 1.5 space

Word count: Not more than 400 words excluding Title, names, and keywords.

Keywords: Three to four (3-4 words)

Corresponding Author – List the name and email address of the contact author.

Contact details of the Author(s): Please list active email addresses receive the conference communications. The alternative email must be a different email.

(1) Your email – e.g., activemail@gmail.com

(2) Alternative/ additional email – e.g., Alternative@email.com

Theme/Session: your presentation preferences (The committee will try their best to match your preference; however, does not guaranteed.)

Presentation preference: PowerPoint / Poster/ Virtual

2. The Biography: -

Please submit your biography in the following format:

Title /Last Name/ First Name: (E.g.- Dr. Smith, John)

Present Position/Department/Organization/City/Country:

(E.g.-1. Associate Professor, Department of Foreign Languages, Faculty of Arts and Culture, Institute of Human Develop and Training, Colombo, Sri Lanka),

Biography (150-250 words):

Write a note about yourself including your education background, research interests, affiliations, recent presentations, countries visited and your accomplishments etc.

Useful Information for Preparing the Abstract

1. Abstracts should be submitted in Word format via Application.
2. The limit is one abstract submission per registered author/presenter.
3. Name or save your abstract indicating your name: e.g., Kolabage Kumar abstract.doc
4. Send your biography (no more than 250 words) with your abstract
5. The language of the abstract is English
6. Abstracts should be based on any of the areas listed in this website as sessions/topics
7. Abbreviations should be defined at the first time they appear in your text before being used as an abbreviation. E.g.: Food & Agricultural Organization (FAO).
8. Do not define or use abbreviations in the title.
9. Avoid complex mathematical formulas, footnotes, endnotes, references etc. in your abstract.
10. Do not include tables, charts, or other graphics in your abstract.

After Submission of Your Abstract

- 1) Notification of acceptance of the abstracts will be sent to you via e-mail
- 2) The conference committee reserves the right to decide on the acceptance/rejection of abstracts.
- 3) By submitting an abstract, you grant permission to the organizers to publish the abstract in print or in electronic formats.
- 4) The invitation to submit an abstract or the acceptance of an abstract does not constitute an offer to pay travel, accommodation, registration fee or any other costs.
- 5) Payment of registration fees is necessary to participate or to present at the Conference or to publish your abstract in the conference book

Forward your abstract along with the Application.