

# International Research Conference-2020

*“Sustainable Business Transition through Information and Knowledge Dissemination”*

## Submission at a Glance

The following documents should be uploaded to the abstract submission web system (Conference Management Tool Web - International Research Conference Uva Wellassa University 2020)

<https://cmt3.research.microsoft.com/User/Login?ReturnUrl=%2FIRCUWU2020>

### 1. Abstract

The abstract must not exceed 2000 characters with spaces in MS Word .docx or .doc format without author names and affiliations.

### 2. Author Declaration Form

It can be downloaded at;

[http://www.uwu.ac.lk/ircuwu2020/docs/Author declaration form IRCUWU 2020.pdf](http://www.uwu.ac.lk/ircuwu2020/docs/Author%20declaration%20form%20IRCUWU%202020.pdf)

### 3. Extended Abstract (Optional)

An Extended Abstract can be uploaded if you wish to publish your works in upcoming UWU research Journals (Journal of Management and Tourism Research or Journal of Technology and Value Addition or Journal of Agriculture and Value Addition).

Once the abstract is accepted, please use the **Camera Ready Abstract Template** immediately for final submission of the abstract.

[http://www.uwu.ac.lk/ircuwu2020/docs/Camera\\_Ready\\_Template\\_IRCUWU2020.pdf](http://www.uwu.ac.lk/ircuwu2020/docs/Camera_Ready_Template_IRCUWU2020.pdf)

It should be in both **MS Word .docx\* or .doc\*** and **PDF** format along with the **Registration Form** and registration fee **Payment Slip (a copy of online payment slip)**.

[http://www.uwu.ac.lk/ircuwu2020/docs/Registration\\_Form\\_IRCUWU2020.pdf](http://www.uwu.ac.lk/ircuwu2020/docs/Registration_Form_IRCUWU2020.pdf)

\* The Proceedings compilation team requires the **MS Word** documents to make corrections if necessary. The required guidelines are given below.

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## GENERAL GUIDELINES

- Authors can submit their work either for Oral Presentation or Poster Presentation. Oral presentations will be held in parallel sessions categorized under thematic areas. Poster presentations will be held at a common venue.
- Authors should upload abstracts to the [CMT system](#) **leaving out** the names of authors and their affiliations for the purpose of reviewing. However, author details must separately be added to the appropriate section of the [CMT submission page](#).
- Abstracts **bearing author details** will be rejected.
- Authors should ensure to leave sufficient space in the Abstract to add author details after reviewing.
- Authors should add author details after the abstract is accepted for publication (**Camera Ready Copy**).
- Research work presented or published elsewhere will not be considered.
- Abstracts will be rejected without further consideration if plagiarism is detected.
- The Editorial Committee recommends all authors to verify their abstracts against plagiarism using a free online plagiarism checker before submission (e.g. <http://www.plagscan.com/seesources/analyse.php>).
- Authors should submit abstracts under one of the 18 thematic areas. However, the Editorial Committee reserves the right to assign the abstract to the most relevant thematic area if necessary.
- Authors should upload the scanned copy of Author Declaration Form signed by all authors, to the [CMT system](#) along with the abstract. Reviewing process will not commence until all the relevant documents and information are complete.
- If you wish to publish your research work in either Journal of Management and Tourism Research or Journal of Agriculture and Value Addition or Journal of Science and Technology, please submit the extended version (Extended Abstract) of your abstract that you submit to IRCUWU2020. The extended abstract template can be downloaded as a separate file. It should not exceed 4 pages excluding references. Other formatting information are the same as for the abstract.

Please follow the specific guidelines given below for Abstract preparation.

## GUIDELINES FOR THE ABSTRACT

All abstracts should be written in English language using [MS Word \(.docx/.doc format\)](#).

### Limit of the Abstract

Abstract must not exceed one B5 sheet (2000 characters) within the given format. Please do not change your page layout. Directly copy into the **Camera Ready** Format for final submission.

The abstract should contain the following.

### **Title of the Abstract**

Font : Times New Roman

Font Size : 12, **Bold**

Concise, specific and reflective of the study carried out Center-aligned with the first letter of each word, other than the prepositions, capitalized scientific names of organisms should be written in italics. If common or vernacular names follow the scientific name, they should be included in parentheses.

### **Body of the Abstract**

Font : Times New Roman

Font Size : 11

Paper Size : B5

Margins : 1 inch for left, right, up and down

Line Spacing : Single

Spacing before and after : 0

Number of Pages : 01

Spellings : British type

Non-English and Technical Terms : In *italics*

Abbreviations : Not allowed

Figures, Tables, Plates : Not allowed

Text : Justified

Page numbering : Not allowed

### **Name/s of Authors**

Font : Times New Roman

Font Size : 11

### **Affiliation/s of Authors**

Font : Times New Roman

Font Size : 10

Surname (family name) of the Author should be followed by the Name/s of author/s should be in lower case letters except for initials and the first letter of the surname/s. One line space should be left between the title and the author details.

Name(s) of author(s) should be centered and separated by comma. The name of the presenter should be underlined and the corresponding author should be indicated by an asterisk (\*).

Author affiliations should be written in the next line leaving one line space.

The author name(s) and affiliation(s) should be numbered using superscripts. The number should be placed on top right for name(s) and top left for affiliation(s).

## Content of the Abstract

The text of the abstract should start leaving one line space after the affiliation. The abstract should contain an **introduction** to the study with the **objectives**, **methodology**, **results**, followed by a short **discussion** and a **conclusion(s)** presented in a single paragraph without subheadings, figures, tables or references.

## Key words

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Two line spaces should be left between the text and keywords. Maximum of five (5) keywords should be included under the sub-title 'Keywords:' at the end of the abstract. Each keyword should begin with an uppercase letter and it should be separated by commas and followed by a single space.

## Acknowledgement

Font size: 11

Only sources of funding may be acknowledged if required and should be stated separately after the text as a single sentence in *italics*. One line space should be left between the keywords and the acknowledgement.

## SUPPLEMENTARY GUIDELINES FOR PREPERATIONS OF ABSTRACTS

### Units

Use only the SI units. Keep a single space between two types of units (e.g. J mol<sup>-1</sup> K<sup>-1</sup>). Use a negative exponent (e.g. kg m<sup>-3</sup>) and do **not** indicate units as divisions (e.g. kg/m<sup>3</sup>).

### Nomenclature

Follow IUPAC nomenclature in naming chemical substances.

### Mathematical operations and mathematical equations

Keep a single space before and after arithmetic operators.

e.g.  $3 + 5 = 8$       $3 - 5 = -2$

$3 \div 5 = 0.6$

$3 \times 5 = 15$  (*Use the multiplication symbol, and do not use the letter x or \**)

### Quantitative expression of scientific results

Keep a single space between the magnitude and the unit of a particular quantity. In expressing percentages, do not keep any space between the number and the % sign.

e.g.  $5.00 \times 10^5 \text{ N m}^{-2}$  , 56.7%

### Significant figures

In reporting experimental measurements, do not keep digits that are not significant (beyond the precision of the scale of the instrument).

e.g. 4.6567 to be reported as 4.66 if the scale used is precise up to the second decimal place.

### Parenthesis

Keep a single space before and after parenthesis. However, do not keep space between the first and the last letter/symbol inside the parenthesis. E.g. The magnitude of x is less than five ( $x < 5$ ).

**Important:** The Abstract prepared according to guidelines should be placed on the template provided for final submission. [The Abstract should be submitted through the CMT system.](#)

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