



Full Paper Submission Guidelines

Manuscripts must be sent in MS Word (Doc/Docx) format.

The full paper should be in between 4,000 – 5,000 words excluding i.e. abstract, references, all text in tables & figures, acknowledgement and appendices.

Formatting Criteria	Guidelines
Page Size	B5
Margins	Top, bottom and right – 1" Left – 1.25"
Font	Cambria 11 (Headings -12; tables & figures 10)
Section headings (up to three levels)	<p>1. BOLD, CAP ONLY, FONT SIZE 12, LEFT ALIGNED</p> <p><i>1.1. Bold, Italic, Initial Cap Only, Font Size 12, Left Aligned</i></p> <p><i>1.1.1. Italic, Initial Cap Only, Font Size 11, Left Aligned</i></p>
Paragraph Text	After 6pt, Single line spacing, fully justified
Tables	<p>Center aligned, font size 10, Cambria</p> <p>Heading: above the table, attached to the table, left align,</p> <p>Table Source: Below the table, attached to the table, left align</p>
Figures	<p>Center aligned, font size 10, Cambria</p> <p>Heading: below the figure, attached to the figure, left align</p>
Referencing	<p>Follow APA Style (7th version) in both in text and end text citation</p> <p>End text citations (After 6pt, Single line spacing, justified, Alphabetical order, No numbers please (1,2,3), Hanging indent (0.5"), Cambria Font, 11 size</p>
Page Numbers	Do not put page numbers



TABLES FIGURES, & EQUATION SAMPLES

Figures should be labeled with "Figure" and tables with "Table" and should be numbered sequentially, for example, Figure 1, Figure 2 and so on (refer to Table 1 and Figure 1). The figure numbers and titles should be placed below the figures, and the table numbers and titles should be placed on top of the tables. Table captions should be centered above. Avoid placing figures and tables before their first mention in the text.

Table 1: 4th ICMR

Section	Letter style	Font
Sample Table	Cambria	10

Source: Faculty Web

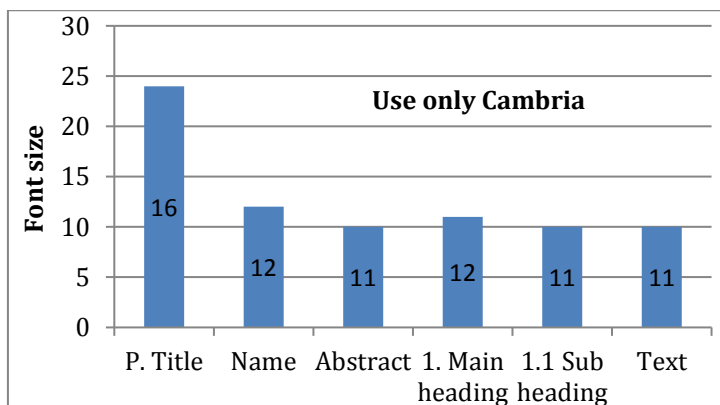


Figure1: Details of figures font size 10

ABBREVIATIONS AND ACRONYMS

Define abbreviations and acronyms the first time they are used in the text; Like, Organizational Citizenship Behaviour (OCB). Do not use abbreviations in the title and abstract unless they are unavoidable.

7th Interdisciplinary Conference of Management Researchers

Faculty of Management Studies

Sabaragamuwa University of Sri Lanka

(ICMR 2022)

Virtual Conference

16th-17th November 2022



EQUATIONS

Number equations consecutively with equation numbers in parentheses flush with the right margin, as in (1).

$$a + b = c \text{ ----- (1)}$$