## **General Submission Guidelines for Abstracts**

- Every abstract submitted by authors will be subjected to an initial desk review and the decision will be taken based on the quality of the work. The papers that do not satisfy the minimum standard will be sent back to the authors for improvement and the desk review qualified papers will be forwarded for the blind review.
- ➤ The accepted plagiarism level is 30% and papers with more than 30% plagiarism will be rejected.
- Abstracts should **NOT exceed the given word limit** and must be sent in MS Word (Doc/Docx) format (Use the abstract format provided)
- ➤ When sending the abstract please copy to all co-authors of the paper.
- > Formatting guidelines

| Formatting Criteria | Guidelines  |
|---------------------|---|
| Page Size           | B5  |
| Margins             | Top and, bottom 0.75", right – 1" Left – 1.25"          |
| Font                | Cambria 11 (Headings -11; Body 11; Tables & figures 10) |
| Line Spacing        | Single lines spacing, justified                         |

➤ Please indicate the capacities of the first author and co-author/s of the paper in the given table.

|             | Undergraduate | MBA/<br>MSc<br>Student | MBA/<br>MSc<br>holder | Ph.D.<br>candidate | Ph.D.<br>holder | Post-doc<br>(reading) | Post-doc<br>holder |
|-------------|---------------|------------------------|-----------------------|--------------------|-----------------|-----------------------|--------------------|
| First       |               |                        |                       |                    |                 |                       |                    |
| Author/s    |               |                        |                       |                    |                 |                       |                    |
| Co-author 1 |               |                        |                       |                    |                 |                       |                    |
| Co-author 2 |               |                        |                       |                    |                 |                       |                    |

Author/s name/s and designation/s

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