

## ABSTRACT FORMAT GUIDELINES-ICCM 2019

The full version of your abstract should be formatted as per the guidelines given below. The submitted paper must be in Microsoft Word format and should not be longer than **3 pages** including all the text, figures, tables, and references. Manuscripts must be written in English and should be submitted initially through the online submission system.

### Page format

Papers should be typed on A4 (210x297 mm) size paper, using PC-based Microsoft Word software (any version) formatted with single columns and should be single-spaced, 10 point Times New Roman font, with 1cm margin from all sides (Top-1 cm, Right-1 cm, Bottom-1 cm, Left-1 cm). Do not add page numbers to your paper. They will be inserted later.

### Title

The title of the article should be written in three line spaces (point 10) down from the top of the typing area, size 14 point, bold, centered. Only the first letter of the first word should be a capital and the rest in lower case letters, unless proper nouns are used.

### Names of authors and affiliations

The names of the authors should be written in lower case letters; bold letters, point 11, centered and separated from the title by one line space. The name(s) of the author(s) should be written with the surname in full and just the initial of the first name (e.g. P. Kotler). The name of the authors should be followed by their affiliations: organization and full address, centered, point 10 characters. Please specify by asterisk the corresponding author. Leave one line space and write the author's email only, centered, point 11 characters.

### Figures and Equations

All figures and equations are to be included within the prescribed page limit, should not exceed the margins of the typing area and should be consecutively numbered. Figures (drawing, graphs and photos) are to be numbered sequentially using Arabic numerals. Insert the word "**Figure**" and the corresponding number (in bold characters) and then the figure caption below the figure, typed preferably in 9pt, Times New Roman. Figure numbering should be in the order that they are first cited in the text and as close as possible to their first citation. Figures should be referred in the text by Figure 1, Figure 2 and so on.

### Tables

Tables are to be numbered sequentially using Arabic numerals and have the caption placed above, typed preferably in 9pt, Times New Roman and centered. Write the word "**Table**" and the corresponding number (in bold characters) and then the table caption above the table columns. Table caption should be separated by the text above by one line space. Tables should be referred in the text by Table 1, Table 2 and so on.

### References

References should be complete and follow the *APA Style*. A complete list of references should be cited and arranged in alphabetical order according to the surname of the first author. References by the same author will follow a chronological sequence, i.e., (Briley et al., 1997) precedes (Briley et al., 2003). Article titles and journal names should be mentioned in full. Typeset reference in 10pt, Times New Roman, single-spaced. In the text, references are cited using the author/date style following the APA Publication Manual. Examples of bibliographical description in reference list [Times New Roman, 10 pt, left alignment]: