Extended Abstract: Guidelines for Authors

We invite original research, articles and concept papers, which are not published or presented anywhere else, as extended abstracts for our symposium in order to enhance the citing of your work by other authors, as opposed to only abstracts. An extended abstract is a mini version of a full scientific document. Thus the extended abstract must include all relevant aspects and information expected in a regular research paper without being too detailed with sections including abstract and keywords, introduction, methodology, result, discussion, conclusion, and references.

Your extended abstract should follow the following pattern to be qualified to be published.
- The whole document should be in Times New Roman font
- Title
  - All capital
  - 14 pt
  - Bold
  - Centered
  - Concise and not more than two lines
- Immediately beneath the title List of authors' name with following the initials in 10 pt with supper script numerical numbers for affiliation at the end of each author's name. Authors' names should be centered and if more than one author, names should be separated by commas.
- Affiliations should be in italics and 10 pt
- All sub-headings such as Abstract, Introduction, Methodology, Results, Discussion and Conclusion must be in 12pt and bold in sentence case.
- Text under each sub-heading must start in fresh line from the starting point of each line.
- Each paragraph must start in a fresh line from the starting point of each line.
- A line space should be included between paragraphs.
- **Abstract** must be in one paragraph and must mentioning methodology, results and conclusion in 100 to 150 words.
- Must contain **Key Words** between 3 and 5
- Extended abstracts should be at least three pages, but not more than five pages in length including the references. Word limit 1500 - 2000 words.
- Margins Use 1-inch margins for top, bottom, left and right margins.
- Text should be justified.
- All pages should include a page number on the bottom right corner of the page.
- The number should be in "Normal" font style (12-pt Times New Roman).
- Line spacing should be single (0 before and 0 after).
- Leave 1 line space between headings and body text, body text and next heading; and between paragraphs.
- Tables
  - Tables must be created using the Microsoft Word table functions and included as part of the text immediately after the first point of reference. DO NOT place them at the end of your extended abstract.
  - Text in within the table shall be 10 pt
  - Table margins should not exceed the text margin.
  - Tables should be numbered as **Table #**. with bold and period/fullstop followed by caption of the table. Table number and the description must appear on top of the table in10 pt font.

- For improved readability, keep your tables as simple as possible.
- Notations such as superscript letters and number notations, are acceptable within the table and a legend describing notations should follow directly beneath the table.
- Figures could include charts, graphs, and drawings.
- All figures and other graphics should be embedded, or electronically placed, within the text. DO NOT place them on separate pages at the end of your extended abstract.
- Figures should be numbered as **Figure #**. with bold and period/full stop followed by description of the figure. Figure number and the caption must appear immediately after the figure with 10 pt font.
- Authors are requested to submit extended abstracts in electronic form (MS-Word) using the following link https://cmt3.research.microsoft.com/vcirs2019or email vcirs2019@vau.jfn.ac.lk
- The extended abstract will initially be read by symposium editorial board. The editorial board reserves all rights to precede further the paper meet a substantial standard which would be sent to panel of anonymous reviewers as the basis for acceptance of the paper for presentation.
- The authors will be notified whether the paper has been sent for review.
- Final acceptance of the paper will be based on two anonymous reviewers' report. If both reviewers reject the paper the paper will not be accepted. If one of the reviewers rejects the paper, then it will be sent to the third reviewer. The paper will be accepted only if the third reviewer accepts the paper.
- Should you have any queries about extended abstract format or submission, please contactChief Editor Ms.S. Jeyaseelan,vcirs2019@vau.jfn.ac.lk.
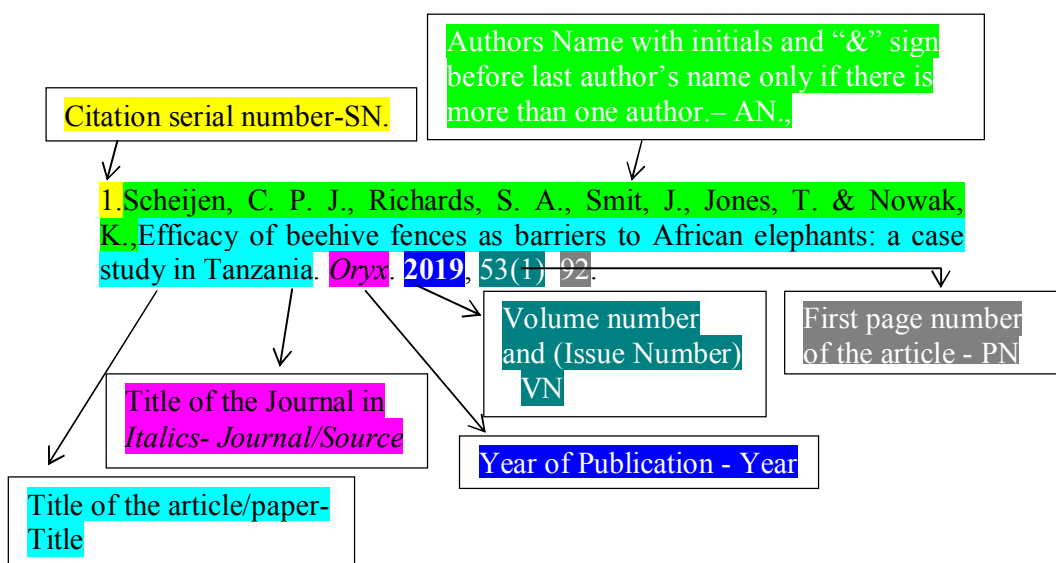- Initial submissions should have line numbers for review purpose.

- *References/Bibliography Format*
  In order to provide ample space for text we would go with the Numeric System.
  - Referencing goes along in a serial manner where first citing will get number 1 and second citing get number 2 and so on. If the same publication is cited again while writing, it doesn't get a fresh number, instead it has to be referred to the number when it was first cited in the list of reference.
  - In the Numeric System citation numbers may be introduced into a text within superscripts brackets. e.g.:………….. text[7]………., text[7,8] ………., text[4,7-10]
  - If author names have to be mentioned in the text, it can be author name and the reference number as "The results reported by Schmitt[6] are……"
  - In the Numeric System references are listed in the order they appear in the text.

Recommended Format for Numeric System

Journal article:

Citation serial number-SN.

Authors Name with initials and "&" sign before last author's name only if there is more than one author.– AN.,

1.Scheijen, C. P. J., Richards, S. A., Smit, J., Jones, T. & Nowak, K.,Efficacy of beehive fences as barriers to African elephants: a case study in Tanzania. *Oryx*. **2019**, 53(1), 92.

Volume number and (Issue Number) VN

First page number of the article - PN

Title of the Journal in *Italics- Journal/Source*

Year of Publication - Year

Title of the article/paper-Title

Electronic - Article:

SN.AN.,Title. *Journal/Source.*Date of Publication (Date (##)/MMM/Year(####)). "Available from:" URL(Accessed Date DD MMM YYYY).

Paper not yet published:

SN.AN.,Title.*Journal/Source.*in press.

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Book:

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Book Chapter:

SN.AN.,*Title of the Book – in Italics.*City: Publisher,Year Chapter #

Edited Book:

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Chapter in an edited book:

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Abstract of a conference paper:

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Patent:

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