

# **FORMAT FOR MANUSCRIPT**

**(Needs to be followed strictly by all the authors)**

These guidelines include complete descriptions of the fonts, spacing, and related information before publication of your manuscript.

**Please follow the following instructions:**

## FILE FORMAT

**MS Word Files (.DOC)**

## PAGE SETUP

Paper Size: **A4** (Portrait, A4 size (8.27 inch x 11.69 inch))

## MARGINS:

Top: 1.5"  
Bottom: 1.5"  
Left: 1.5"  
Right: 1.5"

## IMPORTANT NOTE:

**Do Not use any specific formats and**

**Do Not Use footers, headers and page numbers.**

## The following information should be included

Manuscript title  
Author name(s)  
Mailing addresses  
Email addresses

## TITLE OF MANUSCRIPT

The title should be centered across the top of the first page and should have a distinctive font of **16 points Arial**. It should be in a bold font and in **upper case with all capital letters**.

## AUTHOR(S) NAME

The authors' names should be centered below the title. These lines should be bold 10 points Arial.

**Bold, Arial, Font size 10**

## ORGANIZATION NAME AND ADDRESS

The addresses should be centered below the author's name. These lines should be 9 points Arial.

**Arial, Font size 9**

Multiple Authors name arranged **top to bottom** in following sequence:

**1<sup>st</sup> Author name (Font size 10, Arial)**

Designation and name of intuition (Font size 9)

Email (Font size 9)

**2<sup>nd</sup> Author name (Font size 10, Arial)**

Designation and name of intuition (Font size 9)

Email (Font size 9)

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**N<sup>th</sup> Author name (Font size 10, Arial)**

Designation and name of intuition (Font size 9)

Email (Font size 9)

**ABSTRACT**

Use the word **ABSTRACT** as the title, in 12 pt Arial, boldface and it is centered.

The contents of abstract are to be in 10pt Arial, justified, italic and Single Spaced. Try to keep the abstract below 500 words.

**KEYWORDS**

Use the word **KEYWORDS** as the title, in 12 pt Arial, boldface and left side of the page.

The keywords are to be in 9 pt Arial.

Arial, Font size 9

[Use the word **INTRODUCTION, LITERATURE REVIEW, MATERIALS AND METHODS, RESULTS AND DISCUSSIONS, ACKNOWLEDGEMENT, REFERENCES** etc. in 12 pt Arial, boldface and it is left side of the page.]

**ALL TEXT**

Arial, Font size 10,  
Double spaced Columns (**Two Column Format**)  
Justify both sides,  
No Line Breaks between Paragraphs.

The format for the manuscript needs to be strictly followed. The manuscript should be available in MS file. The style of fonts should be in Arial and their size should be 10.

**Note:**

**Mathematical equation should have written through equation editor of MS word.**