

## BIIRC 2024

### School of Computing / School of Business

### ESOFT Metro Campus

#### General Submission Guidelines for Abstracts

- ❖ The full text that authors submit will go through an initial desk review, and the decision will be made based on the integrity of the work. Papers that fail to stand based on the minimum standard will be reverted to the authors for modification, and those that succeeded in the desk review will be sent for blind review.
- ❖ The full content must be submitted in MS Word (Doc/Docx) format and the **page range should be between 3-5, including references.**
- ❖ Formatting guidelines

Formatting Criteria	Guidelines
<b>Page Size</b>	A4
<b>Margins</b>	Top and, bottom 0.75", right – 1" Left – 1.25"
<b>Font</b>	Cambria 11 (Headings -11, left aligned, bold phase; Body 11; Tables & figures 11, left aligned)
<b>Line Spacing</b>	Single lines spacing, justified
<b>Paragraph Spacing</b>	Before, after 6pt
<b>Tables</b>	Heading: Left aligned, above the table, table Source: Below the table, font size 11, Cambria font
<b>Figures</b>	Heading: Left aligned, below the figure, font size 11, Cambria font type
<b>Referencing</b>	Follow APA 7 <sup>th</sup> version for in-text citations, and reference list.  Reference list (single lines spaced at 6 points, aligned to the left, and alphabetized, don't include numbers as 1, 2, or 3. Hanging indent, 11-point font size, Cambria font style)

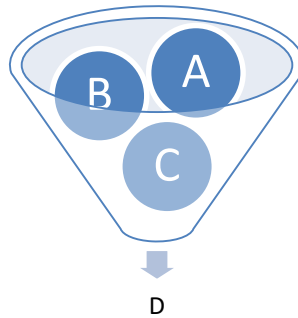
- ❖ Do not include the page numbers.
- ❖ Tables Figures, & Equation Samples

Tables and figures should be labeled "Table" and "Figure," respectively, and they should be numbered in order, such as Figure 1, Figure 2, and so on (refer to table 1 and figure 1). Table numbers and titles should go on top of the tables, while figure numbers and titles should go below the figures. The table captions above need to be left aligned. Don't put tables and figures before they are first mentioned in the text.

**Table 1: Descriptive Statistics**

Text 01	Text 02	Text 03

Source: .....



**Figure1: Details of figures**

Source: .....

❖ Abbreviations and Acronyms

When an acronym or abbreviation is used for the first time in a document, define it. Eg., Responsibility Assignment Matrix (RAM). If at all reasonable, avoid incorporating abbreviations in the title and abstract.

❖ Equations

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

$$B^3 + C^2 = D^2 \text{ ----- (1)}$$

❖ References

References in the text should be quoted in the following manner:

**Book**

Berkman, R. I. (1994). *Find it fast: How to uncover expert information*. New York: Harper Perrenial.

Johnson, L., Lewis, K., Peters, M., Harris, Y., Moreton, G., Morgan, B. et al. (2005). *How far Is far?* London: McMillan.

### **Chapter in a Book**

Baker, F. M., & Lightfoot, O. B. (1993). Psychiatric care of ethnic elders. In A. C. Gaw (Ed.), *Culture, ethnicity, and mental illness* (pp. 517-552). Washington DC: American Psychiatric Press.

### **Journal Article**

Mellers, B. A. (2000). Choice and the relative pleasure of consequences. *Psychological Bulletin*, 50(2), 49-52.

### **Conference**

Akbar, M. S. U. (2005). *eLearning in Developing Countries: Challenges and Opportunities Bangladesh Perspective*. Paper presented at the 2<sup>nd</sup> International Conference on eLearning for Knowledge-Based Society, Bangkok, Thailand.

**Please refer to the template given below.**

**TITLE (Cambria Heading 11, bold, uppercase, Center)**

*Author 1\*, Author 2, Author 3 (Cambria 11, italicized, center, indicate corresponding author using \*)*

Faculty name, University name, Country\*, Faculty name, University name, Country (Cambria 11, center, indicate corresponding author using \*)

**Introduction**

**Literature Review**

**Methodology**

**Results and Discussion**

**Conclusions/Recommendations**

**References**