

# Paper Submission Guidelines

## (A) Basic Guidelines:

1. The paper must include a cover sheet including the full name, affiliation, email, mobile number and postal address of all authors.
2. Prospective authors are invited to submit Papers reporting previously published or unpublished Papers in the topics related to the Conference.
3. Submission of Paper is a understanding of IOD's rights to publish the Paper/article in the said Proceeding or any other IOD journal, they deem fit.
4. IOD regards plagiarism a serious misconducts and condemns the same. All submissions, as such will be screened and plagiarized submissions will be rejected.
5. The publisher (IOD) will not be held legally responsible should there be any claims of plagiarism or for compensation.
6. The submitting author will be responsible for ensuring approval from all co-authors.
7. The submission must be in MS Word document (.doc format), in Arial, font size 10.
8. The complete paper (title page, main text, figures, tables, references, etc.) must be submitted in ONE document.
9. Your paper should mark the name of Program / Conference on top left hand side in token that author has assigned all publication rights to the IOD publication committee.
10. The Paper must include a complete list of references (numbered) at the end of the Paper/article.

## (B) Submission & Size

1. All papers must be sent through email to [bdm.del@iodglobal.com](mailto:bdm.del@iodglobal.com) with a copy marked to [sushil@iodglobal.com](mailto:sushil@iodglobal.com)
2. Size of the paper to be kept between 2000 to 3000 words.

## (C) Title

1. The main title of the paper not to exceed 50 characters.
2. The title should be capitalized and centered at the top of the first page of the paper.

## (D) Illustration Guidelines (If you are using Tables / Diagrams / Images)

1. Illustrations such as photographs, charts, graphs, drawings, and diagrams should be labeled, so that they correspond with their mention in the text (e.g. Table-1, Figure-2, and Diagram- 3).
2. Clear and sharp Computer generated charts, diagrams, and maps are acceptable.
3. If you are drawing your charts, graphs, maps or diagrams by hand, please use only black ink.

## (E) Photograph & CV:

All papers must be accompanied by soft copy of a passport size color photograph, together with a brief CV (not exceeding 100 words).

## (F) Submission Checklist:

1. Email your Paper to [bdm.del@iodglobal.com](mailto:bdm.del@iodglobal.com) with a copy marked to [sushil@iodglobal.com](mailto:sushil@iodglobal.com)
2. Full text of Paper in Microsoft Word Version
3. Brief author profile of about 50-100 words.
4. Passport size color photograph

\*\*\*THANK YOU\*\*\*