

**5<sup>th</sup> Annual International Research Conference 2016**  
**Faculty of Management and Commerce,**  
**South Eastern University of Sri Lanka**

**Guidelines for Full-Paper Submission**

**Paper layout:**

The manuscript should be prepared in A4-size. Leave 0.75 inch margins on top and bottom, and 1.0 inch margins on left and right. Organize the body text in two columns, with a 1.0 line spacing. Insert and layout figures, tables, and their captions directly in the body text.

**Typescript:**

The manuscript should be written in English, using Times Roman of 10.5-point font size.

**Length:**

The length of full-papers is recommended to be between 6 to 12 pages of A4-size. The maximum length of papers should not exceed 6 pages including spaces, figures, tables and references.

**Title page:**

The first page of the manuscript must contain the paper title, author full name(s), position(s), and affiliation(s), and contact author's name, affiliation, address, phone number, and email address. Major words (nouns, verbs, adjectives, adverbs, and pronouns) in the title should be capitalized. Authors are highly recommended to use the full-paper template provided below. (Preferred format is MSWord. Other formats are not acceptable.

**5<sup>th</sup> Annual International Research Conference 2016 Full-paper Template (Click Here)**

**Full-paper submission:**

Full-paper should be submitted as electric files in PDF via the website. The deadline for submission of full-paper is August 31, 2016.

The full paper should be submitted online at the following link: [http://www.seu.ac.lk/airc\\_2016/](http://www.seu.ac.lk/airc_2016/)  
OR [aircfmc@seu.ac.lk](mailto:aircfmc@seu.ac.lk).

The accepted full-paper will be included in the proceedings of the 5th Annual International Research Conference 2016 of Faculty of Management and Commerce, South Eastern University of Sri Lanka and presented at the symposium.

**Abstract and keywords:**

An abstract and keywords should be included on the title page. The abstract should not exceed 200 words and the keywords of up to five words should be carefully selected to facilitate readers' search.

**Major sections and headings:**

Major section headings, including Abstract, sections (1, 2, 3, ...), sub sections (1.1, 1.2...) and

The paper should involve at least the following major sections:

Introduction: Describe the motivation and purpose of the research.

Methods: Provide sufficient information to allow readers to repeat the work.

Results and discussion: Present the major results and discuss the key points.

Conclusions: State conclusions concisely and without interpretation.

### **References:**

APA referencing System is used. References in the text should be quoted in the following manner:

Authors should make certain that there is a complete reference for every citation in the text. For more detail about APA style, check the website <http://www.apastyle.org/>.

#### **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.

#### **Tables:**

Insert tables in the text body. Number the tables consecutively with Arabic numerals, e.g., Table 1. and Table 2.. Make sure the typeface in the tables is still legible after reducing the size of tables to the final form.

**Figures:**

Insert figures in the text body. Number the figures consecutively with Arabic numerals, e.g., Fig. 1. And Fig. 2. Make sure the typeface in the figures is still legible after reducing the size of figures to the final form.

**Pagination and running headlines**

The page numbering will be done by the University after compilation of all the papers. Authors should not type the page numbers and the running headlines.

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