

# ICARC 2025 - Graduate Colloquium

## Guidelines for Preparing and Submission of Abstracts

### (A) GENERAL INSTRUCTIONS

- Abstracts should report original research. Papers based on previously published work or currently submitted for any other publication will not be accepted.
- Documents that do not conform to the guidelines will be rejected.
- All documents can be submitted via the [CMT system](#). Submit it only under the “**Graduate Colloquium**” track.
- Authors should upload abstract, extended abstract and a short bio to the [CMT system](#). **Remove names of authors and their affiliations** from the abstract and extended abstract for the purpose of double-blinded reviewing. However, author details must separately be added to the appropriate section of the CMT submission page.
- Abstracts and extended abstracts bearing author details will be rejected.
- Authors should upload the a short bio to the [CMT system](#) along with the abstract and extended abstract.
- Documents received after the given deadline (15<sup>th</sup> November 2024), due to any reason will not be accepted unless there is a deadline extension.

### (B) INSTRUCTIONS TO AUTHORS

#### 1. SUBMISSION

The following **03 documents** must be submitted via the [CMT system](#) on or before the deadline (15<sup>th</sup> November 2024).

1. Abstract
2. Extended Abstract
3. A Short Bio

#### 2. BASIC FORMAT FOR ALL DOCUMENTS

- Type: Word document
- Margins: 1 inch for left, right, top and bottom
- Font: Times New Roman, Line spacing: Single, One column of text
- Paragraph: Justified, No indent

#### 3. ABSTRACT

- Paper size and Orientation: Word B5, Portrait
- Remove names of authors and their affiliations for the purpose of double-blinded reviewing.

##### **Title of the Abstract**

- a) Font: Times New Roman, Font Size: 14 pt
- b) Title should be concise, specific and reflective of the study carried out. It should be center-aligned, bold and title case (the first letter of each word should be capital other than the prepositions).

### **Body of the Abstract**

- a) Font: Times New Roman, Font Size: 11 pt
- b) The abstract should be one page in length, consisting of not more than one paragraph with a **word limit of 350**. Please do not include subheadings.
- c) Acronyms should be written in full the first time they are mentioned in the text, followed by the abbreviation in parentheses.
- d) There shall be no citations or references.
- e) 4-6 Keywords should be mentioned in the abstract.
- f) Please do not insert a page number for the abstract.

### **4. EXTENDED ABSTRACT**

- a) Paper size and Orientation: Word A4, Portrait
- b) Font: Times New Roman, Font Size: 11 pt
- c) Remove names of authors and their affiliations for the purpose of double-blinded reviewing.
- d) Extended abstract (**Word limit 1200; maximum four (04) pages**; page numbers should be included)
- e) Should consist of the following sections: **Title, Introduction (Including research problem and objectives), Methodology, Results and Discussion, Conclusion, References.**
- f) The use of graphs and charts (generated electronically) is encouraged, Graphics and photographs (scanned) could be included only if essential. All these should be with the sub-title "Fig." (**a maximum of 2**) and a relevant description or caption below the item. Tables "Table" (**a maximum of 2**) should have a caption on top and be numbered using Arabic numerals.
- g) **References:** Include **maximum 05** essential references. The [IEEE referencing format](#) should be used.

### **5. A SHORT BIO OF THE AUTHORS**

A short bio of the all the authors that includes your research interests and academic background. (**Maximum 01 page**)