Guidelines and Template for Full Paper Articles
17th International Research Conference of KDU 2024

FA Author[1#], SB Author[2], and TCD Author[3]

[1]*Affiliation 1, Country*
[2]*Affiliation 2, Country*
[3]*Affiliation 3, Country*
[#] <corresponding_author@kdu.ac.lk>

*Abstract— This document gives formatting instructions for authors to prepare papers for publication in the Proceedings of 17h International Research Conference of KDU. You can use this document either as a set of instructions or as a template into which you can type your own text directly. The template has adopted the main good-practices used in scientific publications, which are also compatible with those of Social Sciences and Humanities. The abstract should not exceed **250 words.***

Keywords— **Minimum 3 keywords**

I. INTRODUCTION

This document is a template and it adopts standard practices used by researchers in both hard and soft sciences. You can download an electronic copy of this template from <https://irc.kdu.ac.lk/2024> as an MS Word file and type your paper on it.

II. PAPER LAYOUT

Perhaps the easiest way to comply with the conference paper formatting requirements is to use this document as a template and simply type your text into it. When using this as a template, you do not need to worry about page layout, fonts, etc. The main body of the paper should be organized into sections, as Introduction, Methodology and Experimental design, Results, Discussion and Conclusion, Acknowledgement and References. The abstract (already accepted) should be included at the beginning. Papers, excluding the abstract portion, shall not exceed **six (06)** pages in length.

A. Page Format

As already formatted in this document, your paper should use a page size corresponding to A4, which is 210 x 297mm (8.27" x 11.69"). The margins should be set as follows:

i. Top = 20 mm (0.75")
ii. Bottom = 20 mm (0.75")
iii. Left = Right = 20 mm (0.75")

Your paper should also be in a two-column format with a space of 4.00 mm (0.15") between columns.

III. PARAGRAPH STYLE

Line spacing shall be 13 pt, and no space before and after in the paragraph formatting, as set in this document. Keep one blank line space between 2 paragraphs as formatted in this document. No paragraph should be indented. All paragraphs should be justified, i.e. both left and right-justified.

A. Text Font of Entire Document

The entire document should be in Times New Roman. Other font types may be used if needed for special purposes. Recommended font sizes are shown in Table 1.

Table 1. Font sizes for this publication

Font Size	Appearance		
	Regular	**Bold**	**Italic**
9	table caption, figure caption, reference item	No	reference item (partial)
9	email address	No	No
10	body text	abstract Heading (Italics and bold)	abstract (body)
10	level-1 heading (in Small Caps), paragraph	No	level-2, level-3 headings, author affiliation
11	author-name	No	No
16	Title	Yes	Only where required

Source: KDU IRC 2024

B. Title and Author Details

The title should be in 16pt Regular font, centered. The first letter of every word in a title should not be capitalized except for names and relevant technical terms (e.g. Biological terms).

Author name/s should be in 11pt size, centered, not italicized. The family name should be written as the last part of each author's name (e.g. ABC Perera or Amal BC Perera). Degrees and other qualifications should **NOT** be shown with the author/s name/s. Author affiliation/s should be in 10pt Italic, centered. The corresponding author should be identified with a <#> sign and email address is compulsory for the corresponding author, which should follow the affiliation lines, in 9pt size, non-italic as indicated above. The name of the presenting author should be underlined.

C. Section Headings

No more than 3 levels of section headings should be used. All headings should be in 10pt font. Level-1 headings should be used for categorizing different sections of the main body. Each section can be additionally categorized using Level-2 and Level-3 headings.

1) Level-1 Heading: They should be in Uppercase, centered. The level-1 heading carries a number in Roman uppercase except for headings "REFERENCES", "ABBREVIATIONS AND SPECIFIC SYMBOLS" and "ACKNOWLEDGEMENT". For example, see headings "I. INTRODUCTION" and "ACKNOWLEDGEMENT" of this document.

2) Level-2 Heading: This heading should be in Italic, left-justified and numbered using an uppercase alphabetic letter followed by a period. For example, see heading "*C. Section Headings*" above.

3) Level-3 Heading: This heading should be left-justified in Italic and numbered with an Arabic numeral followed by a right parenthesis. The level-3 heading should end with a colon. The body of the level-3 section immediately follows the level-3 heading in the same paragraph. For example, this paragraph begins with a level-3 heading.

C. Figures and Tables

Figures and Tables should be centered in the column. Large Figures and Tables may span across both columns. Any Table or Figure that takes up more than 1 column width should be positioned either at the top or at the bottom of the page.
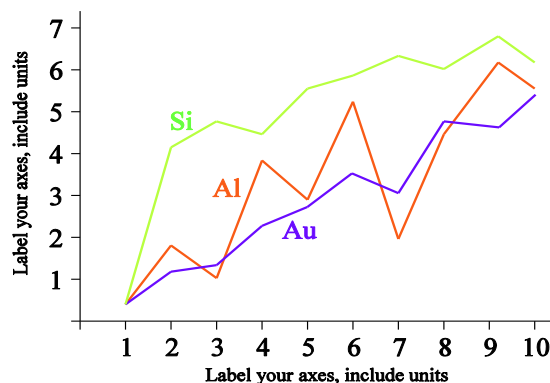

Figure 1. A line graph using colours
Source: KDU IRC 2024

Graphics may be in full colour. All colours will be retained on the PDF. Graphics should not use stipple fill patterns because they may not be reproduced properly. Please use only *SOLID FILL* colours which contrast well both on screen and on a black-and-white hardcopy, as shown in Fig 1.

When you include images, make sure that the resolution is adequate to reveal the important detail in the Figure. Please check all Figures in your paper both on screen and on a black-and-white hardcopy.

E. Figure and Table Captions

Always start the word Table or Figure/Fig with an uppercase letter, as shown in this page. Figures and Tables should be separately numbered using Arabic numerals. Captions should be in the 9pt Regular font. Captions of a single line (e.g. Figure 1) should be centered, whereas multi-line captions should be justified. Captions with Figure numbers should be placed after their associated Figures, as shown in Figure 1. Captions with Table numbers should be placed, as shown in Table 1.

F. Page Numbers, Headers and Footers

Page numbers, headers and footers should **NOT** be used.

G. Links and Bookmarks

If you need to refer to an Internet, email address or URL in your paper, you should type out the address or URL fully in Regular font within <…> marks.

H. Units and Symbols

SI system should be followed. Leave one letter space between the numerical figure/value and the symbol of the unit, as shown in the above statement.

REFERENCES

The list of References should not be numbered. Arrange the list of references in alphabetical order of the family name/surname of the first author. All reference items should be in the 9pt font. Please use **"Harvard Style"** referencing with formatting as in the example given below.

Zhang S, Zhu C, Sin JKO, *et al.* (1999) A novel ultra-thin elevated channel low-temperature poly-Si TFT, *IEEE Electron Device Lett.*, 20, 569–571.

ABBREVIATIONS AND SPECIFIC SYMBOLS

When any abbreviation occurs for the first time in a paper, it should be given in full words, followed by the abbreviation within parenthesis. Specific symbols should be treated in the same manner.

ACKNOWLEDGMENT

In the acknowledgement section, please do not acknowledge persons by their posts/positions. You may acknowledge funding organizations, research institutes and those who have supported your research work.

AUTHOR BIOGRAPHY/IES

Photograph
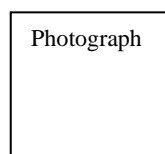
This section should contain a small colour bust image of the author/s and a short bio (50-75 words).