

# GUIDELINES FOR AUTHOR FOR RESEARCH PAPERS FOR C. D. DESHMUKH MEMORIAL SEMINAR

The following guidelines should be strictly adhered while submitting the complete paper to the seminar:

- The research papers should be in original, previously unpublished research papers/reviews/conceptual papers/case studies;
- Manuscript should be written in English;
- Submissions must include the elements such as title, authors, affiliation, contacts, abstract, key words(min 5) index terms, introduction, main text, conclusions, references and bibliographies
- The structure of the paper should tentatively follow the following heads
  - Introduction
    - Rationale
    - Objectives
  - Review of Literature
    - Paper that use similar models
    - Paper that use different models
  - Research Methodology
    - Data sources
    - Model specification
  - Results and findings
  - Summary and conclusions
- The manuscript should follow the format given below:

Format	Text, tables, and figures are in a single Microsoft Word file
Length	Maximum of 5000 words in length(Expect survey, excluding references)
Margins	2.5 cm. or 1 inch throughout (left, right, top, and bottom)
Orientation	Portrait
Font	Times New Roman, 12 point (for the main text) & 14 point (Heading)
Line spacing	Double Spacing (for the main text) & Single (for key references)
Title	Title of the Paper (14 point)
Pages numbers	Starting from the title page
Headers	Bold faced
Sub heads	Italics
Section headers	Left justified with Arabic numerals
References	APA Format

The cover letter should include the corresponding author's full address, affiliation and telephone numbers and should be in an e-mail message sent to the Seminar Coordinator, with the file, whose name should begin with the first author's surname, as an attachment.

The Title should be a brief phrase describing the contents of the paper. The Title Page should include the authors' full names and affiliations, the name of the corresponding author/s.

The title page should follow with an abstract. The Abstract can be of 100 to 200 words in length. Following the abstract, key words that will provide indexing references should be listed.

Submission of a manuscript implies that it is not under consideration for publication elsewhere; that if and when the manuscript is accepted for publication, the authors agree to automatic transfer of the copyright to NIA. Manuscripts may be edited to improve clarity and expression.

NIA will ensure fair treatment of all the academic inputs presented through papers and reserves the right of decision related with award of prizes and publication.

The seminar is likely to be held in the second week of January 2019. The actual date of seminar will be announced in due course.

Submit manuscripts as e-mail attachment to the Seminar Office at: [papercdd@niapune.org.in](mailto:papercdd@niapune.org.in)

**Important Dates:**

Last date of submission: October 15, 2018

Date of Intimation: 1<sup>st</sup> week of December 2018