

Camera-Ready Copy Formatting Guidelines

1. General Document Format

- **Paper Size:** A4 (210 mm × 297 mm)
- **Margins:**
 - Top: 1 inch (2.54 cm)
 - Bottom: 1 inch (2.54 cm)
 - Left: 1 inch (2.54 cm)
 - Right: 1 inch (2.54 cm)
- **Columns:**
 - Single column (unless otherwise specified)
- **Line Spacing:** 1.5 spacing (or single spacing depending on publisher)
- **Alignment:** Justified

2. Font and Typography

- **Font Type:** Sinhala –Unicode (Iskolapotha) Tamil- Unicode (Latha) English-Times New Roman
- **Font Size:**
 - Title: 14 pt (Bold)
 - Author Names: 12 pt (Bold)
 - Affiliations: 11 pt (Italic)
 - Body Text: 12 pt
- **Line Spacing:** 1.5
- **Paragraph Spacing:** 6 pt after each paragraph
- **Indentation:** First line indent (0.5 inch)

3. Title and Author Information

- **Title:**
 - Center aligned
 - Bold, Capitalize major words
- **Author(s):**
 - Full name(s), center aligned
- **Affiliation(s):**
 - Institution, City

- **Email Address:**
- Corresponding author email

4. Abstract and Keywords

- **Abstract Length:** 150–300 words
- **Font Size:** 11 or 12 pt
- **Alignment:** Justified
- **Keywords:**
- 4–5 keywords
- Italic format
- Separated by commas

5. Main Body Structure

- **Suggested Sections:**
 1. Introduction
 2. Literature Review
 3. Methodology
 4. Results / Findings
 5. Discussion
 6. Conclusion
- **Heading Style:**
- Level 1: Bold, 12 pt
- Level 2: Bold Italic
- Level 3: Italic

6. Tables, Figures, and Illustrations

- **Tables:**
- Caption above the table
- **Figures:**
- Caption below the figure
- **Numbering:** Sequential (Table 1, Figure 1)
- **Alignment:** Centered
- **Resolution:** Minimum 300 dpi

7. Citations and References

- Use a standard referencing style (as required):
- **APA 7th Edition**
- **In-text Citation Example (APA):**
- (Author, Year)
- **Reference List:**
- Alphabetical order
- Hanging indent format

8. Page Numbering

- Place at **bottom center or bottom right**
- Use Arabic numerals (1, 2, 3...)

9. Plagiarism and Originality

- Similarity index should be **below 10–15%** (depending on guidelines)
- Proper citation is mandatory

10. File Submission Requirements

- **File Format:**
- MS Word (.doc/.docx) or PDF
- **File Name Format:**
- AuthorName_PaperID.docx
- **Final Check Before Submission:**
- No grammatical errors
- Proper formatting
- All figures/tables included