

Guidelines for preparation of the Final manuscript for INGWC-2021

1. **Paper Size** **A4**
2. **Margins** Left and right: 30 mm each. Top and bottom: 25 mm each.
3. **Line Spacing** Single
4. **Font type** Times New Roman
Size (pt) 14 pt, Bold for the Title
12 pt for the Author's Name(s)
11 pt for the affiliation
11 pt bold for all headings
11 pt for the remaining matter including caption of Figures and Tables
10 pt for the footnote
Headings
Main: Bold, ALL CAPITALS
Subheadings: Bold, Initial Capitals
Lower level headings : Bold, *Italics* with First letter capital
5. **Title Page** Leave 5 lines blank from the top margin

Title Title case, bold, ALL CAPITALS, and centered
Make sure the title is not more than 70 characters in length, including spaces between words

Author Leave one line blank between the title of the paper and the Author's name(s). Leave two lines blank between the author(s) affiliation(s) and abstract.
Affiliation should consist of the department and name of the organization, city, zip/ postal code, state/province, country, email address.
Authors' names and affiliations should be centered
Leave one line blank after the affiliation of each author if they have different affiliations.
Mark the conference speaker's name in footnote with an asterisk (as illustrated in specimen)
Please follow the specimen paper strictly.
Abstract Abstract should be between 100 and 250 words.
After abstract leave one line blank.
6. **Headings and Text** Left justified bold
No numbering of main and subheadings
Leave one line blank before and after heading
Each paragraph should be separated by one blank line without any indentation.
All text should be fully justified typed in single column on one side of paper.
Emphasized text (if any) should be written in italics.
Acknowledgements (if any) should be written after the conclusions
No underlines or footnotes (except on the first page).

- 7. Equations** Typed and numbered in sequence
Use equation editor
Equation number in brackets right justified
- 8. Figures and Tables** Centered and numbered in sequence
The caption of the Table should be placed above and centered.
The caption of the Figure should be placed below and centered.
Leave one line blank before and after Table/Figure
The first letter of the caption should be in capitals.
Figures and Tables can be prepared using any Graphics software.
Alternatively, Figures may be drawn using Indian Ink on tracing paper, arranged at appropriate places in the text in the hard copy.
- 9. References** Each reference should be cited in the text by the last name(s) of the author(s) and the year of publication.
All references should be listed at the end of the text in alphabetical order, according to the last name of the first named author.
Reference should include year of publication, full title, name of source, volume and page numbers.
Details regarding font and punctuation should be according to the enclosed specimen copy of the paper.
References should be separated by one blank line.
- 10. Page numbers** Page numbers should not be typed
The manuscript reference number mentioned in the acceptance letter should be written in pencil on the top of the first page.
- 11. Maximum length** 15 pages. The total number of pages should preferably be even.
- 12. Forwarding** Soft copy may be sent as MS Word Doc file as an attachment **by email** only to:

Prof. B. Venkateswara Rao
Convener, INGWC- 2021
Email: cwr_jntu@yahoo.com

and a copy to

1. Dr. M. Thangarajan,
Conference Coordinator
And Chairman, Scientific Advisory Committee, INGWC-2021
Email: karvimrajan@gmail.com
2. Prof. C. Mayilswami
Secretary, AGGS
Email: ceemayil@gmail.com

The subject line of Email should contain the First and Last name of the first author and first four words of the title of the paper.

13. Request

The completed manuscript must be carefully checked so that there are no spellings or grammatical mistakes and the author(s) should strictly follow the guidelines to maintain consistency and uniformity of the proceedings.

14. Note

Authors are requested **to contact Prof. B. Venkateswara Rao, Conference Convener**, INGWC-2021 regarding *registration, accommodation, fee submission, travel, transport and visa aspect* (for foreign authors) **at** cwr_jntu@yahoo.com

Full Length Paper Submission for INGWC - 2021

First A. Author, Second B. Author^{1*} and Third C. Author

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Abstract

This document provides guidelines for the preparation of full length paper preparation for the INGWC -2021 and the last date for submission of full length paper is January 31, 2021.

Introduction

Participants, whose abstract(s) have been accepted for possible presentation at INGWC -2021, are invited to submit full length paper to the Conference. While submitting the full length paper, please mention the manuscript reference number specified in the acceptance letter. The last date for the submission of full length papers is 31st January 2021.

INGWC-2021 proceedings containing the accepted papers would be distributed to all registered participants of the conference.

Important Points

Full length papers will be reproduced in the Conference Proceedings after review and copy editing. The papers must be written in English on A4 size paper (210x297mm) with a horizontally centered printing area having margins as specified. Text should be single-spaced. **Times New Roman** typeface should be used throughout with font selection specified in Table 1.

Table 1. The fonts requirements at a glance

Topic	Font Size
Title	14 Bold Title case
Authors' Names	12 Bold
Address	11
Abstract heading	11 Bold
Text of abstract	11
Headings	11 Bold
Text of references	11

Each paper should outline the main features, results, conclusions and general significance of the research presented and should contain relevant references. It must also provide the full names

¹ Conference speaker

and address (es) of author(s). In case of multiple authors, name of the author presenting the paper at the Conference should be indicated with an asterisk.

Some Typical Examples

Paper referencing

The citation examples that are to be followed are: an anonymous book (Moody's, 1988), an anonymous report (Federal, 1991), an anonymous newspaper story ("Educators", 1981), a building code (International, 1988), a Discussion (Vesilind, 1992), a doctoral thesis (Gupta, 1987), a paper in a foreign journal (Ireland, 1954), a paper in proceedings (Eshenaur et al., 1991), a standard (ASTM 1991), a translated book (Melan, 1913), a two-part paper (Frater and Packer, 1992a, 1992b), a University report (Duan et al., 1990), an untitled item in the Federal Register (Federal, 1968), and works in foreign language (Duvant and Lions, 1972). Software is not included in the References, hence authors are advised to give name of the reference manual, if any (Lotus, 1985). Recently, many authors refer internet resources and they can be referred to by the author (ASCE, 2001)

Equation representation

Typical Eq. 1 can be given as

$$CollapsePotential = \frac{\Delta e}{1 + e_0} \times 100\% \quad (1)$$

Figure preparation

Typical Fig. 1 can be prepared and embedded in the text as follows.

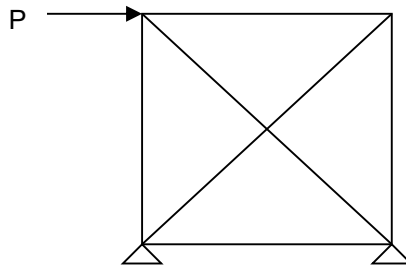


Figure 1. Structural frame

Address for Submission of Final Manuscript

Soft copy should be submitted through **Email only** on or before **31st** January 2021 to

Prof. B. Venkateswara Rao
Convener, INGWC- 2021
Email: cwr_jntu@yahoo.com

and a copy to

3. Dr. M. Thangarajan,
Conference Coordinator
And Chairman, Scientific Advisory Committee, INGWC-2021
Email: karvimrajan@gmail.com
4. Prof.C.Mayilswami
Secretary, AGGS
Email: ceemayil@gmail.com

Summary

Only the registered members are eligible to receive the Conference materials. The last date for the registration is **January 31, 2021**. However, early registration for the conference (by paying the registration fee) is recommended.

References

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