

INTERNATIONAL CONFERENCE FUTURE OF WORK, WORKFORCE &
WORKPLACE

13th and 14th January, 2020, MUMBAI

Guidelines

1. The title of the paper should be no longer than 12-14 words.
2. The abstract should clearly indicate the purpose of research. Word limit for extended abstract is 1,000-2,500 words, including charts, figures and tables. References are not included in the word limit. At least 3 to 6 keywords should be there in abstract.

Guidelines for extended abstract

1. The Extended Abstract will contain-Abstract, keywords, authors' details, Introduction, Objectives, Research Methodology, Result and discussion, Conclusion, Acknowledgement (optional) and references.
2. **An abstract** of about 200 words,
3. **3 to 6 keywords**
4. **Affiliation of author should contain** author name, author's designation, affiliation, organisation, email, phone.
5. **References**, listed at the end of the text (APA style)
6. **The formatting guidelines-**
 - Page Size- A4 with 1 inch margins for all sides, whole data in one column
 - Single line spacing. No spacing in paragraph
 - Whole content should be in "Times New Roman"
 - Title of the Paper- Upper Case- 14 font size, bold, centered,
 - Author names- 10, bold, Centered,
 - Authors' Affiliation- 9, centered,
 - Abstract and keyword- 9,
 - Main paper- 10, forced alignment
 - Headers of the sections- 11, bold.
 - Subtitles- 10, bold
 - Titles to tables and figures- 8, bold
 - References- 8, bold

Guidelines for Full Paper

1. **An abstract** of about 200 words,
2. **3 to 6 keywords.**
3. **Affiliation of author should contain** of author/authors describing designation, affiliation, organisation, email, phone.
4. **References**, listed at the end of the text (APA style)
5. **The formatting guidelines-**
 - Page Size- A4 with 1 inch margins for all sides
 - Single line spacing . No spacing in paragraph
 - Whole content should be in "Times New Roman"

- Title of the Paper- Upper Case- 14 font size, bold, centered, one column
 - Author names- 10, bold, Centered, one column
 - Authors' Affiliation- 9, centered, one column
 - Abstract and keyword- 9, one column
 - Main paper- 10, two column, forced alignment
 - Headers of the sections- 11, bold.
 - Subtitles- 10, bold
 - Titles to tables and figures- 8, bold
 - References- 8, bold
6. **A declaration** to the effect that the work is original and it has not been published earlier.