

INSTRUCTIONS TO AUTHORS

Paper & Poster Presentation — One Epic, Many Stories: Rama Katha Across Bharat and Beyond

A National Conclave in Reverence of Shri Ram

1. Submission Overview

Item	Paper Presentation	Poster Presentation
Abstract length	Max. 500 words	Max. 300 words
Full submission	2,500–3,000 words (excl. references)	Printed poster (see Section 5)
Language / file format	English, Malayalam, Sanskrit/ .docx	English, Malayalam, Sanskrit/ PDF abstract; printed poster on-site
Presentation format	10 min presentation + 5 min Q&A	On-board walkthrough during exhibition window

2. Key Dates

Milestone	Date
Abstract submission opens	24 August 2026
Last date for abstract submission	12 September 2026
Abstract acceptance notification	14 September 2026
Last date for full paper submission (paper track)	15 September 2026
Last date for registration	16 September 2026

Late submissions will not be considered for review.

3. Abstract Guidelines & Review Process

- Include title, author name(s), affiliation, sub-theme, and 4–6 keywords, in addition to the abstract text.
- Format: A4, Times New Roman 12pt, single spacing, 1-inch margins.
- **All abstracts undergo blind (anonymised) review — author names and affiliations are removed before evaluation — ensuring selection is based purely on the merit, originality, and relevance of the work.**

4. Full Paper Guidelines (Paper Track)

Structure: Title • Author(s) & affiliation • Sub-theme • Abstract (≤500 words) • Keywords • Introduction • Main body (titled sections) • Discussion/Analysis • Conclusion • References • Acknowledgements (if applicable).

Item	Specification
Page & margins	A4, 1-inch margins on all sides
Font	Times New Roman — Title 14pt Bold Centred; Body 12pt
Spacing & alignment	1.5 line spacing, justified
Citation style	APA (7th Edition), applied consistently
Tables	Numbered sequentially; caption above, bold, left-aligned
Figures	Numbered sequentially; caption below, bold, centred; min. 300 dpi

A ready-to-use manuscript template is provided separately and should be used as the base file for submission.

5. Poster Guidelines (Poster Track)

Item	Specification
Maximum size	90 cm × 120 cm (3 ft × 4 ft), portrait only; A0 acceptable if within this limit
Materials permitted	Matte flex/vinyl banner, or poster paper/art card (250 gsm+), matte/satin lamination; lightweight and rollable/foldable
Materials not permitted	Glossy lamination, glass/acrylic/wooden frames, foam board over 5mm, fabric banners, electronic displays
Content structure	Title/authors/sub-theme • Introduction • Objectives • Methodology • Findings • Conclusion • References
Font sizes	Title 72–90pt; headings 36–44pt; body 24–28pt

Mounting is via velcro/pins provided at the venue. Authors must set up at least 30 minutes before the exhibition window and be present to walk visitors and judges through their work.

6. General Rules & Regulations

- Only original, unpublished work is eligible; not under simultaneous review elsewhere.
- Co-authorship limit: maximum 4 for papers, maximum 3 for posters. At least one author must register and be present to present in person.
- An individual may author a maximum of two submissions across the conclave (either track, in any combination).
- Accepted authors must register by the registration deadline to confirm their slot.
- Submissions not meeting the prescribed word limits, formatting, or deadlines are liable to be returned or rejected.
- The organising committee's decisions on acceptance and scheduling are final.
- As certificates are distributed as hard copies during the conclave, presenting authors are expected to be present in person to collect them; certificates will not be couriered or issued post-event.

7. Research Integrity, Publication Ethics and AI Usage Declaration

Authors must submit only original intellectual work. Any use of AI tools — for drafting, editing, translation, or analysis — must be disclosed in an accompanying AI Usage Declaration, stating the tool(s) used and their extent of contribution. Authors remain fully responsible for their submission's accuracy and originality; work substantially AI-generated without genuine scholarly input will not be considered. Overall textual similarity must not exceed 15%, with no single source exceeding 3%; self-plagiarism is also not permitted. Preference is given to work demonstrating genuine originality, novel insight, and discovery-oriented value relevant to contemporary social and civilizational needs.

8. Certificate & Publication

- Hard-copy certificates of presentation will be distributed to all authors presenting an accepted paper or poster, during the conclave itself.
- Best Paper and Best Poster will be recognised and awarded at the conclave, based on originality, rigour, relevance, and quality of presentation.
- Selected papers may be considered for the conclave proceedings or an edited volume, subject to editorial review and author consent.

9. Submission Process & Contact

- Submit via the official submission link on the conclave website/registration portal.
- File naming: SubthemeNumber_AuthorSurname_ShortTitle.docx (paper) or Poster_SubthemeNumber_AuthorSurname_ShortTitle.pdf (poster).

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