



I-SyM – 2026
International Research Symposium
Faculty of Business Studies and Finance
Wayamba University of Sri Lanka

Guidelines for Authors

The International Symposium in Management (I-SyM) invites original and unpublished research aligned with the conference theme: 'Harnessing Innovative Management for Sustainable Development.' All submissions must demonstrate academic rigor, originality, and relevance.

► **General Guidelines for Preparing Extended Abstract:**

- ✓ Extended abstracts must present original research conducted by the listed authors and must not have been published or submitted elsewhere.
- ✓ All extended abstracts must be written and presented in clear English, with accurate grammar and spelling suitable for publication.
- ✓ **The extended abstract must contain these sections:**
 - Mini Abstract (150 words)
 - 3–5 Keywords
 - Introduction (background, research problem, literature context)
 - Methodology (design, data, analysis)
 - Preliminary Findings / Expected Results / Conclusions
 - References (Maximum 10, APA 7th edition)
- ✓ **Page settings and formatting:**
 - Paper size: **A4** (210 x 297 mm)
 - Margins: **2.5cm/1 inch** on all sides
 - Numbering: Pages **should not be numbered**.
 - Font: **Times New Roman**
 - Font size: Headings-Main Sections of the abstract – 12 pt
Main text – 11 pt
 - Line spacing: **Single**
 - Text alignment: **Justified**
 - Word count: 2000–2500 words (maximum 5 pages- Tables, figures/images and references are not included in the word count.)
- ✓ **Tables and Figure/images:**

Supporting tables, figures/images of the results (no more than two tables/figures) can be included in the extended abstract.

 - Tables and figures/images should be centered.
 - Tables and figures/images should be numbered.

- Table header should be placed at the top (*Refer to Table 1*), figure/image headers should be placed under the figure/image (*Refer to Figure 1*)
- The tables should only contain the horizontal lines as presented below. (*Refer to Table 1*)
- References/sources (if any) of the tables, figures/images should be presented under the tables, figures/images.

Table 01. Regression Results (Font Size 11)

| Heading | Heading | Heading | Heading |
|---------------------|---------|---------|---------|
| Data (Font Size 10) | Data | Data | Data |
| Data | Data | Data | Data |
| Data | Data | Data | Data |
| Data | Data | Data | Data |

Source: Author, year (Font size 10)

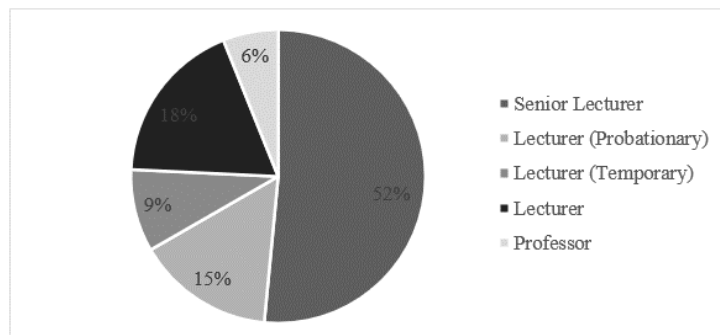


Figure 01. Response Rate (Font Size 11)

Source: Author, year (Font size 10)

- ✓ **Equations:** Equations should be inserted as follows.

$$ROE_{it} = \beta_0 + \beta_1 HCE_{it} + \beta_2 SCE_{it} + \beta_3 RCE_{it} + \varepsilon_{it} \dots\dots\dots(1)$$

- ✓ **In-text citations**

One Author => (Jones, 2021)., Two Authors => (Piaf & Montgomery, 2020), Three or more Authors => (McKenzie et al., 2019)

- ✓ **References**

Journal Article with DOI (print or electronic):

Author's surname, Initial. (Year). Article title: Subtitle. *Journal Title*, Volume(issue), Page-Page. <https://doi.org/10.xxxx>

Article found on the web (with no DOI):

Author's surname, Initial. (Year). Article title: Subtitle. *Journal Title*, Volume(issue), Page-Page. <https://www...>

Book:

1st Author Surname, Initial., & 2nd Author Surname, Initial. (Year). *Title of book: Subtitle* (X ed.). Publisher. DOI

Website:

Corporate Author. (Year, Month Day). Title of page: Subtitle. Title of Website. <https://www...>

For more details on APA style, follow the link::

[https://www.newcastle.edu.au/library/study- skills/referencing/apa7](https://www.newcastle.edu.au/library/study-skills/referencing/apa7)

✓ **Plagiarism and Similarity Policy**

- Acceptable similarity: < 20%
- 20–30% → Revision required
- 30% → Rejection

✓ **AI Usage**

- AI tools may be used for language editing, grammar improvement and formatting assistance.
- AI tools must not be used to generate research data, fabricate citations, or produce substantial sections of the manuscript without proper verification by the authors
- For all accepted papers, Authors must clearly disclose the use of AI tools in manuscript preparation if such tools were used to assist writing or analysis.

➤ **Submission Guidelines**

- ✓ Please download the [Sample Template for Extended Abstract](#) and follow the format carefully.
- ✓ Extended Abstracts should be submitted in the format of MS word (.doc or .docx) document.
- ✓ All manuscripts must be submitted through the official online submission platform (CMT)
- ✓ Extended Abstracts that do not conform to the guidelines will be asked to revise or may be rejected.
- ✓ An acknowledgement will be sent to the corresponding author by e-mail once the extended abstract is received.
- ✓ Authors of accepted papers must submit a camera-ready version of the manuscript according to the formatting guidelines and deadlines specified by the Publication Committee, along with the author consent form.
- ✓ Failure to submit the final manuscript within the deadline may result in exclusion from the proceedings.

