

### Instructions for Submission of the Final Version of the Manuscript

The final paper inclusive of the revisions suggested by the reviewers should be sent to the PGIA Congress Office by ..... along with a soft copy written to a compact disc (CD-ROM) as MS WORD document (2007). Figures/illustrations/maps/line diagrams should be included in the appropriate place. However, the said illustrations should also be saved separately on the CD-ROM in its original form; i.e. without converting to MS Word. Please follow all the instructions given herein carefully so that the paper can be included in the journal as it is.

Please refer to the cover letter for a complete list of documents to be submitted to the Congress Office. Should you require any further assistance, please contact the Congress Office on. +94-81-2388480/+94-81-2395585 or via [congress@pgia.ac.lk](mailto:congress@pgia.ac.lk)

#### 01) Format for typesetting

- **Page setup:** B5 size (182 X 257 mm) typed single side only.
- If the paper has been suggested for a short communication, the maximum number of pages should be 7.
- **Margins:** All sides with margins of 25 mm.
- **Line spacing:** 1 (12 points) throughout the text.
- **Page and line numbering:** All pages should be sequentially numbered using Arabic numerals on bottom centre starting from title page. All line numbers should be removed.
- **Font:** Times New Roman size 10 except in the title and footnotes. Use font size 8 for footnotes and page numbering, and size 12 for title.
- **Language/spelling:** UK English only.
- **Software:** Authors may use either MS Word® 2007 for Windows.

#### 02) Title

- Title should be in bold letters centred on the page with font size 12, each word of the title starting with a capital letter except the words; articles, conjunctions, prepositions and species names *viz.* of, and, the, from, on, *etc.* No space should be left above the title, and leave two line spaces below the title.

#### 03) Name/s and affiliation/s of author/s

- Lower case letters except the first letter of each word, font size 10, centred on the page.  
Leave 2 line spaces between names and the affiliations. Affiliation of the first author should be mentioned just below the names of the authors while the rest of the affiliations should be placed in the footnote of the first page (please see the specimen). Leave two line spaces below the affiliation.
- E-mail address of the corresponding author should also be placed in the footnote. The Corresponding author should be identified by an asterisk after the name on the list of authors.

#### 04) Abstract and key words

- Should be limited to maximum of 250 words, typed in italics. However, if the paper has been suggested for a short communication, the abstract should be limited to 150 words.
- Up to a maximum of five (05) key words arranged in alphabetical order should be identified and included immediately after the abstract in italics.  
(If the abstract contains scientific names they should be separately underlined)
- No references, tables or figures should be included in the abstract.

## 05) Body

- **Headings:** All headings should be in **bold** capital and centred. E.g. **INTRODUCTION**. Leave two line spaces above the heading and one line space below the heading.
- **Subheadings:** All sub-subheadings should be in lower-case bold letters except the 1<sup>st</sup> letter of the 1<sup>st</sup> word. E.g. **Preparation of land**.
- **Non-English terms:** All non-English terms should be *italicized*. E.g. *et al.*, *viz.*, *etc.*, *in vivo*, *in vacuo*, *sous vide*, *Yala*, *Maha*.
- **Scientific names:** All scientific names should be *italicized*. Both genus and species names should be mentioned at the first appearance and only the species name can be mentioned with abbreviated genus name subsequently. e.g. *Clostridium botulinum* and subsequently *C. botulinum*.
- **Abbreviations:** All abbreviations should be standard. Authors are advised to refer: Academic and science abbreviations <http://www.abbreviations.com/acronyms/SCIENCE/1>. Expand the abbreviations in the first instance except for standard abbreviations. Avoid using abbreviations in the abstract.

## 06) Tables and Figures

- Should be included in the exact place within the text.
- Tables and figures should be numbered sequentially using Arabic numerals. Titles should be self explanatory. Titles must be placed above for tables and below for figures.
- Leave single space between the title and the table/figure. If possible, try to keep the table/ figure at the centre of the page having text on the top as well as at the bottom. This avoid shifting of tables / figure between pages. In addition, figures should be submitted separately in its original form using the software in which it was created. When the tables and figures are referred in the text use (Table 1) and (Figure 1) appropriately.
- Tables should not contain any vertical lines. Column headings should be bold, centred horizontally and vertically within the cell except in the first column. In the first column, heading should be left aligned and centred vertically. Foot notes: font size 8, normal, left aligned to left margin of the table. Table and figure titles: bold, font size 10 (see the specimen).
- **Illustrations, Line drawings and Photographs**, if any, should be clear, properly numbered and captioned and ready for reproduction. They should be of **high resolution such as 300 Dpt** and saved in .tif or .bmp formats. Please **do not use .jpeg or similar formats** that do not reproduce well.
- All lettering, graph lines and points on graphs should be sufficiently large and bold faced to permit reproduction for inclusion in the Proceedings and Journal.
- Lines of maps, artwork and illustrations should be of appropriate thickness. Please note that **thin lines do not reproduce well.**
- Please note that the illustrations, line drawings and photographs should be placed in the appropriate location in the **electronic file.**
- Adjustments to the illustrations can be made to improve clarity. E.g. to enhance brightness, contrast, or colour balance. However, manipulations that may enhance, obscure, move, remove or introduce any important information **should not be performed.**
- Avoid tables running over two pages. If needed place the content as two tables and indicate as a continuing table.
- Originals of all maps, diagrams and photographs should be sent separately for scanning.
- Send all figures in colour (Figures will be printed in colour)

## 07) Acknowledgements

- Should be limited to a few.

#### 08) Units

- SI units should be used.
- A single space should be left between the numerical value and the unit. E.g. 24 ml, 45 L, 2 mg/kg, 25 cm, 25 °C, 10 x 20 cm. When the probability value is less than 0.01, indicate it as  $P < 0.01$ .

**09) References:** Refer to the authors and year of publication within the text as follows. (Sharma, 1997); (David and Silva, 2009) and in case of 3 or more authors (Gordon *et al.*, 2009). When two or more references are to be cited together, they should be given in the chronological order. E.g. (Sharma, 1997; David and Silva, 2009). Avoid citing articles that the authorship cannot be traced and those on personal web pages. All publications cited in the text should be presented in the list of references in alphabetical order (without numbering) following the style mentioned below.

- **Journal Articles:** Slavin, J., Jacobs, D. and Marquart, L. (1997). Whole grain consumption and chronic diseases: Protective mechanism. *Nutr. Cancer*. 27, 14-21.
- **Books:** Shahidi, F. and Naczk, M. (2004). Phenolics in Food and Nutraceuticals. CRC Press, Boca Raton, FL.
- **Edited books:** Jeyarani, S. Karuppuchamy, P. and Sathiah, N. (2008). Interaction between the egg larval parasitoid, *Chelonus blackburni* and Nucleopolyhedrovirus in *Helicoverpa armigera*. pp. 126-130. *In*: Ignachimuthu and Jeyaraj. S. (Ed.) Recent Trends in Pest Management. Elie Publishing (Pvt.) Ltd., New Delhi, India.
- **Websites:** Sharma, V.P. (2009). Cyber extension: Connecting farmers' in India - Some experience [on line]. [Accessed on 12.08.2009]. Available at <http://www.gisdevelopment.net/proceedings/mapasia/2003/papers/i4d003.htm>
- **Digital Object Identifiers (DOI):**  
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#### **IMPORTANT**

*Please note that the papers which do not conform to the above instructions and submitted after the deadline specified **will not be accepted.***