

# MMC 2020 Guidelines

When preparing the manuscript, strictly comply with the following guidelines :

## Ethical Policy

Authors are encouraged to submit original, previously un-published (or even under review) technical paper having similarity index less than 10 percent.

## Structure of the Manuscript

The manuscript submitted should include the following:

Title - should be concise and unambiguous

Authors and Co Authors with their affiliation need to be mentioned clearly in the same order as needed in the publication – include all the authors involved. Mention the name of the corresponding author.

Abstract – should not exceed 500 words

Key words – four to five significant words needs to be mentioned

Introduction – from general introduction to research specific introduction content

Literature review – show the literature gap, which will justify the research work carried out

Materials and Methods – describe in detail how the research work was carried out

Result – present the results of your research

Discussion – compare your results with standard results obtained by earlier researchers

Conclusion – highlight the emerging conclusions from your research study

Scope for further/future work – mention the research work in this line to be further explored as a continuation of this research work.

References – list the source referred in the text in alphabetical order, at the end of the paper. Sources should be provided for all the images and tables, if extracted from previous researchers. Only Harvard style of referencing should be followed.

## Paper Formatting

Paper size : A4 (210 x 297 mm)

File format: Word document

Font: Cambria

Font Size:

Page 0 – Title 14 pt Normal; Authors 12 pt Normal

Page 1 – Abstract and Keywords 11 pt Normal

Page 2 and subsequent pages – Body of the text 12 pt Normal

Headings and captions:

Level 1 – Section headings 12 pt Bold (1. Title)

Level 2 – Subsection headings 12 pt Normal (2.1 Subtitle)

Level 3 – Sub-sub section headings 12 pt Normal (3.2.1 Sub-sub title)

Captions of illustrations (bellow) and tables (above) 11 pt Italics

Margins: Top: 2.5 cm, Bottom: 2.5 cm, Left: 2.5 cm, Right: 2.5 cm

Paragraphs and line spacing: Set the paragraph text to justified, without left or right indents. Line spacing throughout the complete text should be 1.5 lines, with the additional spacing of 18 pt after the paragraph.

Equations and formulae: Wherever applicable, place the mathematical and logical expressions and/or equations in a separate line in the body text. Number consecutively all your equations in square brackets as [1], [2], etc.,

Tables: Insert tables in the text immediately after the paragraph referring it. Use Table option in the text processor for creating the tables. Do not embed tables as pictures or objects (embedding tables as pictures or objects is not allowed). Number the tables in the order they appear, separately from figures.

Figures: All graphics must be inserted into the text in an appropriate position, as close to its reference as possible. The text input (defining x and y axis, titles etc) in all figures should be legible and performed in only one font (preferred is Cambria), and the font size is 9.25pt, and smaller font of 7pt for some less important texts in figures.