

13th Academic Sessions

University of Ruhuna

Instructions to Authors

General instructions

- The objective of the Academic Sessions is to provide a forum for academics, academic support, administrative and technical staff, postgraduate students including temporary demonstrators and undergraduate students of the University of Ruhuna to present their research findings.
- Extended abstracts and Full papers are invited, consisting original research findings or comprehensive reviews. (Please see the guidelines for preparation and submission of papers given below).
- Submission of papers is limited to permanent academic, administrative, and non-academic staff members at University of Ruhuna.
- Postgraduate and undergraduate students, graduates, and temporary staff members can be co-authors only when a permanent academic staff member of University of Ruhuna is the corresponding author.
- Authors who are willing to publish only the abstract should submit the abstract and the extended abstract in the prescribed formats.
- Authors who are willing to publish the full paper should submit the abstract (prescribed format) and the full paper.
- All the papers should be submitted online. The link for online submission could be found on the homepage of “Academic Sessions 2015”.
- Of the selected full papers, only the abstract will be published in the Proceedings of the 13th Academic Sessions while the full papers will be published in the *Journal of the University of Ruhuna* (English) and the *Rohana Research Journal* (Sinhala).
- The extended abstracts/full papers submitted for presentations should be original and should not have been published previously in the same or any other form or being considered for presentations elsewhere.
- All the papers will be reviewed to determine their acceptability for presentation at the 13th Academic Sessions and those selected would be notified by e-mail.
- The accepted papers along with the reviewers’ comments will be sent to the corresponding author for revision and resubmission (if necessary). The resubmission should be done to the Secretariat or Faculty Representative within a period of one week.
- Abstracts of the accepted papers would be published in the proceedings of the 13th Academic Sessions. The abstracts will be edited (if necessary) to improve the clarity and to conform to the publication guidelines.

Presenting at the sessions

- Presenting of papers at the sessions (oral/poster) is strictly restricted to permanent staff members or postgraduate students at the University of Ruhuna.
- Undergraduates, graduates, and temporary staff co-authors, who are not registered for postgraduate program in the University of Ruhuna, **will not be allowed to present at any session under any circumstances**.
- When the scheduled presenter is unavailable for presenting due to an unavoidable circumstance, a co-author can present if he/she is a permanent staff member or a postgraduate student at University of Ruhuna.
- If the co-authors are not permanent staff members or postgraduate students, another Permanent **Academic Staff member in the same discipline, but not a co-author**, can present at the session on behalf of the scheduled presenter **with the prior approval of the organizing committee**.
- When a presenter is unavailable at the session for presenting, the corresponding author will be blacklisted from presenting in University of Ruhuna Academic Sessions for a period of 3 (THREE) consecutive years and a notification about the blacklisting will be sent to his/her personnel file.

Guideline for submission of papers

1. Abstracts (in the prescribed format – download from the home page)

To be submitted by: All the authors

- Title page: Title Author/s name/s and address/s (affiliations), Corresponding author email address
- **Keywords:** Maximum 5
- **Maximum total word count:** 300

2. Extended Abstracts (in the prescribed format – download from the home page)

To be submitted by: Authors who are willing to publish only the abstract

- Introduction: Maximum of 200 words
- Materials and Methods: Maximum of 200 words
- Results, Discussion & conclusion: Maximum 500 words
- (Only one table or a figure could be included in this section)
- **Key references :** Maximum 5

3. Full Papers

To be submitted by: Authors who are willing to publish the Full paper

- Full papers written in **Sinhala language** will be published in the ***Rohana Research Journal***, and the authors should strictly follow the manuscript preparation guidelines of the *Rohana Research Journal*. The guidelines are available at:

<http://www.lib.ruh.ac.lk/rohana/RohanaJournalPaperGuidelines.pdf>

- Full papers written in **English language** will be published at the ***Journal of the University of Ruhuna***, and the authors should strictly follow the manuscript preparation guidelines of the *Journal of the University of Ruhuna*. The guidelines are available at:

<http://jur.sljol.info/about/submissions/>