NEEV 2025

GUIDELINES TO THE AUTHORS

I. Important Dates

1) NEEV 2025 dates: 24th – 29th March 2025
2) Last date for Full length Paper & PPT submission: 15thMarch 2025.

II. Paper Writing (*Template is enclosed)

- Length of Paper should be of minimum 6 pages& maximum 12 pages (A4 size). Use Times New Roman Font only with Line spacing 1.5

- For all text, use 10 ptsize. Headings should be in Bold. For Abstract, use 9 pt, Italic style.

- *Main Text* - Paper must be of Two-columns. Use Times New Roman Fonts only. 10 pt size.Here introduce the paper, and put a nomenclature if necessary, in a box with the same font size as the rest of the paper. The paragraphs continue from here and are only separated by headings, subheadings, images and formulae. The section headings are arranged by numbers, bold and 10 pt.

- *Structure* - Files must be in MS Word format only and should be formatted for direct printing. Figures and tables should be embedded and not supplied separately.To avoid unnecessary errors you are strongly advised to use the 'spellchecker' function of MS Word. Follow this order when typing manuscripts: Title, Authors, Affiliations, Abstract, Keywords, Main text (including figures and tables), Acknowledgements, References, Appendix. Collate acknowledgements in a separate section at the end of the article and do not include them on the title page, as a footnote to the title or otherwise.

- *Tables*- All tables should be numbered with Arabic numerals. Headings should be placed above tables, left justified. Leave one line space between the heading and the table**.**

- *Author Artwork*- All figures should be numbered with Arabic numerals (1,2,...n). All photographs, schemas, graphs and diagrams are to be referred to as figures. Line drawings should be good quality scans or true electronic output.

- *Construction of references* - References should be added at the end of the paper, and its corresponding citation will be added in the order of their appearance in the text.

Authors should ensure that every reference in the text appears in the list of references and vice versa.

- Avoid hyphenation at the end of a line. Symbols denoting vectors and matrices should be indicated in bold type. Scalar variable names should normally be expressed using italics. Weights and measures should be expressed in SI units.

III. PPT Presentation (*Template is enclosed)

- ➢ Presentation time is limited to maximum 10 minutes for a group.
- ➢ Presentation will be followed by Questionnaire & Discussion by the judges.
- ➢ Marks will be scaled on criterion like Content Quality, Knowledge of the subject, Relevance, Presentation Skills, Flow, Time Management, Defence etc.
- ➢ No. of slides should not be less than 5 and not more than 10.
- ➢ Use Times New Roman Fonts only with size not less than 24 pt.
- ➢ Max. number of members in a group can be 6.
- ➢ <u>Each member of a group has to explain atleast 1 slide</u> of the PPT presentation. <u>Maximum 3 slides can be explained by a single member.</u>
- ➢ Avoid use of sound effects and unnecessary animations.
- ➢ Try to keep the contents relevant, precise and qualitative.
- ➢ Judges' decision shall be final.

All the best

Team NEEV-2025