

ICBS – 2026
International Conference in Business Studies (ICBS) 2026
Faculty of Business Studies and Finance
Wayamba University of Sri Lanka

Guidelines for Authors

The International Conference in Business Studies (ICBS) invites original and unpublished research aligned with the conference theme: 'Harnessing Innovative Management for Sustainable Development.'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)

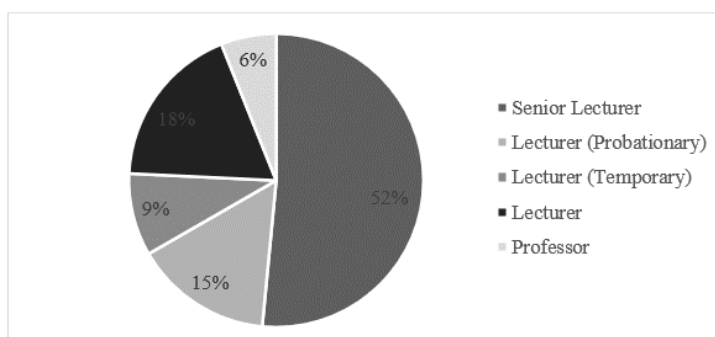


Figure 01. Response Rate (Font Size 11)

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.