

## **Abstract Submission Guidelines – (SGIBC 2026)**

### **1. Abstract Length**

Maximum 300 words (excluding title, keywords, and affiliations).

### **2. Format**

Language: English

Font: Times New Roman, 12 pt, single spacing

Title: Bold, font size 14 , centered

Author(s): Full name(s) below the title, followed by institutional affiliation(s) and email address(es).

### **3. Structure**

Title (concise and informative)

Author(s) & Affiliation(s)

Abstract Body (should briefly cover background, objectives, methodology, key findings, and significance)

Keywords: 3–5 keywords

### **4. Submission Process**

Submit as a Word document **and** PDF

File name format: FirstAuthor\_SGIBC2026\_Abstract.docx

Send via email to [sgibc2026@gmail.com](mailto:sgibc2026@gmail.com) before 15th October 2025.

### **5. Review Process**

All abstracts will be peer-reviewed by the Conference Committee.

Notification of acceptance will be sent by 25th October 2025.

## **Full Paper Submission Guidelines – (SGIBC 2026)**

### **1. Paper Length**

4,000 – 6,000 words (including references, tables, and figures).

## 2. Format

Language: English

File type: Word document (.doc/.docx)

Font: Times New Roman, 12 pt, 1.5 line spacing

Margins: 1 inch on all sides

Alignment: Justified

## 3. Structure

Title Page: Paper title, author(s), affiliation(s), and contact email

Abstract (max 250 words) + 3–5 keywords

Introduction

Literature Review / Theoretical Framework

Methodology

Findings / Discussion

Conclusion & Implications

References (APA 7th Edition style)

Appendices (if applicable)

## 4. Tables and Figures

Must be numbered, titled, and referenced in the text.

Place as close as possible to where they are first cited.

## 5. Submission Process

Submit as a word document and Pdf

File name format: FirstAuthor\_SGIBC2026\_FullPaper.docx

Submit via email to [sgibc2026@gmail.com](mailto:sgibc2026@gmail.com) by 10th December 2025.

## 6. Review & Presentation

All full papers will undergo a peer-review process.

Accepted papers must be presented on 24th January 2026 at the conference.