

Manuscript preparation guidelines for National Seminar

on

Transforming Assessment Approaches in Higher Education as per Vision-2047

Submission Guidelines

Manuscript Preparation: Manuscripts should be submitted in English or Hindi, formatted in MS Word, and should not exceed **4000-5000** words including references and notes.

Peer Review: The journal uses a peer review process to ensure fairness and quality.

Ethics: We are committed to upholding the integrity of the academic record. Authors must ensure their work complies with ethical standards in research and publication.

Manuscript Format

Title Page: Includes title, author(s), affiliations, contact information, and a brief author biography (**200-250 words**).

The cover page of the paper should contain the following elements:

- (a) the paper's title,
- (b) the author(s)' name(s),
- (c) affiliation,
- (d) contact information including email,
- (e) the name and address details of the corresponding author if there are multiple authors, and
- (f) a brief profile of the author(s). The author(s) must refrain from disclosing their name or any identifiable details on any other page.

The inclusion of the following elements on the second page is recommended:

(a) Title of the paper,

(b) Abstract: an abstract of the paper. The abstract should be approximately **200-250** words long and should be written in Times New Roman font size 12, with single line spacing. The purpose and significance of the paper, the methodology or approach employed, the findings, research limitations, and implications or practical applications should be clearly stated in the abstract.

Furthermore, it is recommended that the article incorporates 5-7 keywords that effectively convey the primary subject matter.

(c) Main Text:

The presence of a corresponding citation in the reference list is a requirement for every text citation, and vice versa. Tables must be provided in a format that allows for easy formatting. In the text, it is recommended to refer to tables and figures by their corresponding numbers (e.g., Table 1) instead of their placement. The content is organised into clear sections, each with its own heading. Ensuring compliance with the APA style is imperative when incorporating references.

It is imperative to cite all figures and tables referenced in the text, providing the source as a specific URL, reference, or, in the case of the author(s)'s work, 'The author(s)'. This requirement is applicable irrespective of the necessity for permissions.

- The publication can follow British/American English spelling conventions and for Hindi should submit their manuscript in Unicode.
- All Sanskrit shlokas should be either in Devanagari (Unicode) or with diacritic mark.
- Please italicise any non-English and uncommon terms and phrases used in the text. It is recommended to include the meanings of non-English words in brackets immediately following their initial usage.
- It is imperative for articles to utilise inclusive language that is devoid of sexism and racism.
- The text input provided by the user comprises a solitary bullet point. Numerical values ranging from one to nine should be written as whole numbers, while numbers 10 and above should be represented using digits. To ensure accurate measurement, it is advisable to employ numerical values, such as India's GDP growth rate of 6.4 percent. The representation of significant magnitudes, especially monetary amounts, can be achieved through the utilisation of a combination of numerals and written numbers. For instance, India's population is estimated to be 1.2 billion. It is recommended to employ numerical units such as thousands and millions, as opposed to lakhs and crores.
- It is imperative to consistently employ single quotation marks. The application of double quotation marks within single quotation marks is recommended. It is imperative that the spellings of words within quotation marks remain unaltered. Quotes exceeding a length of 45 words or more should be segregated from the primary text.
- The notes must be numbered in a sequential manner and positioned at the end of the article. The scope of notes should extend beyond a mere citation. However, the endnotes can exclusively consist of URLs.
- Incorporate annotations to provide further elaboration on a topic that has already been introduced in the main text.
- The text provided by the user is represented by a bullet point symbol. Please substitute the symbol '%' with the term 'per cent' within the given text.
- Percentages are commonly employed in various visual representations such as tables, graphs, and other similar formats. The term "twenty century" is commonly used to denote the temporal span encompassing the years 1900 to 1999.
- When abbreviations are initially mentioned, they are written out in their entirety. The specification of commonly used abbreviations, such as US, GDP, and BBC, is deemed unnecessary. In addition, it is crucial to avoid employing a period or complete stop in abbreviations like USA and USSR.
- Please ensure that each initial in the name "R. K. Laxman" is followed by a period or full stop.
- Incorporate references within the concluding section of manuscripts.

Table 1. Represents the Faculty remark on National Education Policy 2020

S.No.	Name	Affiliation	Remark

(d) Figures and Tables: Should be embedded within the text at appropriate points, cited, and must include sources.

- The dimensions of figures, including maps, graphs, and drawings, should not surpass the dimensions of a single page. The text's references should be utilised to assign numerical values and arrange them in a corresponding order. To ensure optimal quality, it is advisable to maintain a resolution of at least 300 dots per inch (dpi) and a minimum of 1,500 pixels for all photographs and scanned images. Furthermore, it is recommended that the images be in either PNG, JPG & JPEG format.
- Obtaining appropriate authorization is imperative when dealing with photographs or images that are safeguarded by copyright. When dealing with photographs or images that are publicly available, it is crucial to ascertain the necessity of obtaining permission before reproducing them for publication, particularly if the intention is for commercial use.
- Kindly note that it is imperative to incorporate proper referencing for all figures and tables within the text. The source can be a designated URL, a reference, or, in the case of the author's own work, 'The Author'. This requirement is applicable irrespective of the necessity for permissions.
- The colour figures will be presented in colour on the online platform, irrespective of their physical printing in colour.

(e) Supplementary material

Please provide the supplementary content online, such as datasets, podcasts, videos, and photos, in addition to the full-text article.

(f) Reference style

Please follows the APA reference style. Refer to the APA rules to ensure that your manuscript adheres to this specific reference style.

(g) Post-Acceptance

- Upon acceptance, authors will receive proofs for final approval.

Contact and Further Information

These guidelines will help establish as a reputable and influential journal within the academic community, fostering a rich exchange of knowledge in the field of higher education.