

## SUBMISSION GUIDELINES

### STYLE AND LANGUAGE:

- Articles should be written in English (UK only).
- Word limit: Not exceed 5000 word limit
- Authors should follow *MLA Handbook Style – 7th Edition*.
- You can visit <<http://www.library.cornell.edu/resrch/citmanage/mla>> for quick guide on MLA style

### TEXT FORMATTING:

- Papers should be typewritten on A4 size pages, 1.5 spaced.
- Papers should be submitted only in *.doc* format. (Word document)
- Font of the text should be *Times New Roman* with **12 point font size** and **justified alignment**.
- Title in Block Letter: align Centre 20 pt (See under ‘Capitalisation’ for use of caps.).
- Subtitle 16 pt followed by author(s), name(s), designation (s) and institution (s) 14 pt in Block Letter.
- Tab for paragraph indent — 0.5 cm, no space between paragraphs.
- Do not indent first paragraph of the paper.
- Do not use footnotes.
- Leave one line space before a new section.
- Use parenthetical referencing for bibliographical material. Other notes (which should be kept to a minimum) should appear as endnotes, numbered consecutively in Arabic numerals.

### ENDNOTES

- Notes should be numbered consecutively and placed at the end of the text (endnotes), not as footnotes. They should only be used to provide further information about a particular idea. Endnotes cannot be substituted for the Reference List.

### ABSTRACT AND KEY WORDS

- All papers must be accompanied by a 150-200 words' abstract; 5-10 key words should be written immediately after the abstract.
- The abstract should be italicized with single spacing. Use 0.5 cm indent from both the sides for abstract.

### QUOTATIONS

- Quotations of less than thirty words are placed in the body of the text in single quotation marks. Quotations of more than thirty words should begin with a new line (first line not indented) and be identified by an extra line of space before and after.
- Indent the whole quote by 0.5 cm on both left and right, set in 11pt and 1.5 line spacing. This is so that the type setters can identify where a quote occurs.
- Use single quotation marks throughout unless there is a quote within a quote, eg, ‘Grammar should be —particular|| in all cases’.
- Do not change the spelling or punctuation in a quotation.
- The full stop should only be inside the quotation mark if the material quoted is a complete sentence. *All other punctuation should fall outside quotation marks.*
- Ellipsis should be avoided at the beginning and end of a quotation.

## **SUBMISSION OF PAPER**

Authors can submit their research papers online via e-mail —AS PER SELECTION MAIL|| received from the selection authority to: **inconodisha@gmail.com**

## **STYLE GUIDE**

The contributors ought to follow *MLA Handbook for Writers of Research Papers (Seventh Edition)*.

## **MLA STYLE: QUICK GUIDE**

### **Citing sources in the text: (Parenthetical Entry)**

Author's name in text:

Arnold has pointed this out (56-57).

According to Tillyard "the wheel of fire turns anticlockwise" (67)

Author's name in reference:

This has already been pointed out (Arnold 56-57).

The character is "unconvincing" (Reddy 89).

Authors' names in text:

Habib and Golding (314-19) hold a contrary opinion to the earlier stated perception.

Authors' names in reference:

Others have expressed a contrary opinion about this perception (Habib and Golding 314-19).

## **WORK CITED LIST:**

### **Basic format:**

Lastname, Firstname. *Title of Book*. Place of Publication: Publisher, Year of Publication.  
Medium of Publication.

### **Books/ non periodical publications:**

#### **o Single Author**

Narayan, R.K. *Swami and Friends*. Madras: Indian Thought Publication, 1932. Print.

#### **o Two or Three Authors**

Robinson, Rowena and Stephen McCarthy. *Fundamentals of Modern Critical Theories*. London: Methuen, 2009. Print.

Robinson, Rowena, Stephen McCarthy and John Paul. *A Brief History of European Literature*. New York: Rutledge, 2010. Print.

#### **o More than Three Authors**

Robinson, Rowena et al. *Multiculturalism: A Broad Perspective*. New York: CUP, 2007. Print.

#### **o A Book by a Corporate Author**

American Medical Association. *The American Medical Association Encyclopedia of Medicine*. Ed. Charles B. Layman. New York: Random, 1989. Print.

#### **o Editor, Translator and Compilers**

Lattimore, Richmond. trans. *The Iliad of Homer*. Chicago: University of Chicago Press, 1951. Print.

Das, B. and Jatindra Mohan Mohanty. Ed. *Literary Criticism: A Reading*. Calcutta: Oxford University Press, 1985. Print.

#### **o Editor, Translator and Compilers in addition to Author**

García Márquez, Gabriel. *Love in the Time of Cholera*. Trans./Ed./Comp. Edith Grossman. London: Cape, 1988. Print.

o **Preface, Foreword and Introduction of a book**

Borges, Jorge Luis. Foreword. *Selected Poems, 1923–1967*. By Borges. Ed. Norman Thomas Di Giovanni. New York: Delta-Dell, 1973. xv–xvi. Print.

o **Chapter or other part of a book**

Gill, Stephen. —Mythical Interpretation of Indo-Canadian Diaspora|| in *Commonwealth Literature: Colonial Inheritance* edited by Ram Bhagwan Singh and C. L. Khatri. Jaipur: Yking Books, 2011. Print.

□ **Articles Printed (Magazines, News Papers, Journals)**

Mann, Susan. —'Myths of Asian Womanhood'. *Journal of Asian Studies* 59 (2000): 835–62. Print.

Mehta, Pratap Bhanu. —'Exploding Myths'. *New Republic* 6 June 1998: 17–19. Print.

Prasad, GJV. —Harold Pinter: Poet-Playwright of Peace and Violence||. *The Indian Express* 14 Dec. 2005. Print.

□ **Article online**

Owen, Wilfred. "'Minds at War' Wilfred Owen's Psychological Journey". Web. 25 July 2013. <[http://www.warpoetry.co.uk/minds\\_p1.htm](http://www.warpoetry.co.uk/minds_p1.htm)>.

□ **Book Review**

David, Kamp. —Deconstructing Dinner||. Rev. of *The Omnivore's Dilemma: A Natural History of Four Meals*, by Michael Pollan, Sunday Book Review. *New York Times* April 23, 2006. Web. <<http://www.nytimes.com/2006/04/23/books/review/23kamp.html>>

□ **An Unpublished Dissertation**

Mehata, Suruchi. —Psychological Study of Protagonists in the selected novels of Anita Desai||. Ph. D. thesis. North Maharashtra University, 2010. Print.

□ **A Published Dissertation**

Mehata, Suruchi. —Psychological Study of Protagonists in the selected novels of Anita Desai||. Ph. D. thesis. NMU, 2010. Mumbai: Routledge, 2013. Print.

□ **A Multivolume Work**

Blanco, Richard L. Ed. *The American Revolution, 1775–1783: An Encyclopedia*. 2 vols. Hamden: Garland, 1993. Print.

**E-Mail Communication**

Harner, James L. E-mail to the author. 20 Aug. 2002.