AUTHOR GUIDELINES

Renaissance Bali Nusa Dua Resort, Bali, Indonesia

IMPORTANT NOTES

- Due to high submission volume, only one paper per lead author is allowed. If you are a co-author on multiple papers, a different co-author must register and present each additional paper.
- All submissions must follow the official GCBSS template.

ONLINE AUTHOR GUIDELINES

Scan the QR code for the latest online guidelines and submission links.
https://gcbss.org/Author-Guideline.html

EXTENDED ABSTRACT SUBMISSION

- Abstracts must include:
  - Paper title
  - Author name(s) and affiliation(s)
  - Keywords: 5-10, listed alphabetically

FULL PAPER SUBMISSION

- Minimum length: 8 pages (including tables, figures, and references)
- Format: 1.5 line spacing, 12 pt Times New Roman
- Additional pages (over 8): USD 25 per page
- More than two authors: USD 50 for each additional author

1. PAPER STRUCTURE

Papers must follow this sequence:

1. Introduction - Background, relevance, and purpose
2. Body - Main findings, arguments, and validation
3. Conclusion
4. Acknowledgements (if applicable)
5. References - APA style (6th edition recommended)
6. Appendices (if applicable)

2. FORMATTING INSTRUCTIONS

- Paper size: A4 (21 x 29.7 cm)
- Margins: As set in the official template
- Layout: Single column format (192 mm x 262 mm)
- Do not number the pages

3. TITLE PAGE MUST INCLUDE

- Title (sentence case)
- Authors' full names and affiliations (with superscript linkage)
- Abstract (maximum 250 words)
- Keywords (5-10, alphabetical order)

4. TABLES, FIGURES & EQUATIONS

- Tables: Numbered (Table 1, 2...), with headings above and left-aligned. Use only horizontal lines.
- Figures: Numbered (Figure 1, 2...). Use high-quality figures embedded within the text.
- Equations: Use MathType. Number equations in parentheses aligned to the right.

5. APA REFERENCING (6TH EDITION)

- Font size: 11 pt; line spacing: single
- Use a 1 cm hanging indent and sort references alphabetically
- Use APA formatting for journal articles, books, theses, and conference papers

6. FOOTNOTES

Avoid footnotes. If necessary, use superscript letters and place them at the bottom of the same page in 8 pt font, separated from the main text by a line.

7. PRESENTATION GUIDELINES

ORAL & VIRTUAL PRESENTATIONS

- Abstract-based presentations: 10-12 minutes including Q&A
- Full paper presentations: 15-20 minutes including Q&A
- Bring your slides on a USB/flash drive for in-person presentation
- Presentation rooms are equipped with LCD projectors
- Zoom presentations are available for online participants

3-MINUTE PROPOSAL PRESENTATION (3MPP)

Follow the 3/3/3 Rule:

- No more than 3 words per line
- 3 lines per slide
- No more than 3 text-heavy slides in a row
- Bring slides on USB for in-person presentation
- All virtual presentations are conducted via Zoom

POSTER PRESENTATIONS

- Maximum size: 36 inches (W) x 48 inches (H)
- Posters must be displayed before the opening ceremony
- Presenters are encouraged to stand by posters during breaks
- Posters will be displayed in conference rooms and foyer
- E-posters must be submitted at least one week prior for feedback
- All posters will be featured on the official GATR/GCBSS Facebook and YouTube channels for visibility and voting

DISCLAIMER

All papers must be original and not under consideration for any other conference or publication.

Submissions must be in Word (.docx) format only, either as an extended abstract or full paper.

For the latest guidance, templates and submission links: www.gcbss.org/Author-Guideline.html