

GUIDELINES FOR ISA TECHNICAL PAPERS AND PRESENTATIONS

- English is the official language of all papers and presentations in ISA technical conferences convened in the INDIA.
- Content should be original and not of a libellous and defaming nature to any person or company.
- Content cannot be commercial in nature and cannot represent a sales pitch for a product, service, or company. Please remember that your colleagues are interested in your technical-based solutions to industrial problems. Identification of an author's affiliation in the title and one mention of a trade name or trademark in the body of the paper or presentation typically are acceptable.
- Whenever possible, please use ISA Standards and ISA's Automation Dictionary for consistency with other ISA publications.
- Please limit your paper to twelve pages, including figures and tables, so that your peers will have time to read it.
- Use MS Word® to prepare your paper and include your title, author information, keywords, abstract, introduction, and other headings as needed, and references. Insert tables and figures within the paper near their reference whenever possible. Please follow the format guide available from ISA Delhi Section.
- Presentations use the MS PowerPoint® template provided by ISA Delhi Section for the subject conference.
- Please provide a brief (25-50 words) biography for use by your session chair to introduce you.
- A typical presentation is 20 minutes, followed by about 10 minutes for questions and answers at the end of the session.
- Please remember to be prepared, understand your audience, and customize your presentation to their interests. Tell them what you will be speaking about, then speak about it, and then summarize.
- Pay attention to your audience and their reactions to see if they are following along or need to have something reiterated or clarified.

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Conference Title: _____

Paper Title: _____

Author(s) Name (In Capitals):

Author(s) Signature:

I hereby authorise ISA Delhi Section to publish my paper in Fertilizer, Food and Pharma Symposium – 2019 compendium and agree to abide by terms and conditions detailed below.

GENERAL

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- Prepare a paper and/or presentation that one or more of the authors agree to present in person at the ISA Delhi Section technical conference listed on this form.
- Make a best faith effort to meet deadlines set by the conference committee so that the conference is publicized effectively, and the event is successful for authors and attendees.
- Follow the ISA paper and presentation guidelines when preparing and delivering the paper and/or presentation.
- Cooperate with reviewers that may provide comments and suggestions to the paper and/or presentation, understanding that the goal is to have the most effective and technically credible material.
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- Communicate all deadlines on a regular basis with sufficient notice to allow author(s) to be successful.
- Publicize the technical conference and the participation of the author(s) in a manner that reasonably contributes to the success of the conference and a professionally satisfying experience for the author(s).
- Facilitate both technical and style reviews of the paper and/or presentation so that author(s) receive constructive suggestions that help lead to a credible and effective paper and/or presentation.
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