



## GUIDELINES FOR TECHNICAL ARTICLES FOR IPT

- Article can be a case study, plumbing product or process.
- Do not mention any brand names in the article.
- Author's name, designation, photo and Company's name will be printed at end of article.
- Author's name, short profile and high-resolution photo should be sent.
- Please do not run-down competing brands, products, organizations or any person.
- Please adhere to the selected topic.
- Try to use as many illustrations, pictures, diagrams, sketches as possible. They make the article interesting.
- Do not use large absolute figures like "98,789.15". Round off large numbers to the nearest thousand, ten thousand or million. E.g. shorten "98,789.15" to either 99,000.
- Use percentages rather than absolute figures.
- If images are used, remember that they must be high resolution images. Images from the internet are usually low-resolution images.
- Article should NOT be in pdf format but in Word format.
- All photographs that need to be included must have a caption (detail below the photo / image / graph) to explain the photo / image / graph.
- If you are unable to insert the photo in the Word file, please put a caption along with photo number at the appropriate place in the Word file and send the photo as a separate file.
- In case photos have been inserted in a word file, these photos, images etc. must *also* be sent separately (as open files).
- Photos / images must be high resolution images in either .jpg or .tif format.
- Typically, a high-resolution image of 4" x 3" would be about 500 KB +.
- Photos uploaded to Google Drive are compressed and may no longer be good enough for publishing.
- You may upload word file and selected photos to file sharing sites like [www.sendspace.com](http://www.sendspace.com) (in case file size is very large).
- You may send the Word file and the photos by email to [acep@indianplumbing.org](mailto:acep@indianplumbing.org).
- Article will be printed subject to approval by Editorial Board, IPT.
- Please inform us if this article has been printed earlier in any magazine or like publication

Editorial Board

**Indian Plumbing Today**