1. **Title and Subtitle**:
* Begin with a full title for your design project. If applicable, include a subtitle that provides additional context or details.
1. **Name of the Designer/s or Design Critic**
* Affiliation/address, ORCID ID and email of the Designer/s or Design Critic
1. Picture of the designer/s (For more than one, use a group photo): Maximum 500 x 500 pixels
2. **About the Designer/s**
* Include the information about the Designer/s within 500 words.
1. **Abstract**:
	* Write a concise abstract (around **100-150 words**) summarizing your design project. Highlight its key objectives, methods, and outcomes.
2. **Main Body of the Project Publication**:
	* Organize your Project into sections with clear headings and subheadings.
	* Accommodate illustrations, images, and other visual elements within the main body.
	* Aim for a word limit of **3000 words**, including notes and references.
	* Avoid using footnotes; instead, place notes after the end of the article and before the references.
3. **Formatting**:
	* Use **Microsoft Word** for text submissions and **JPEG** format for images.
	* Follow the **APA style** guidelines for citations and references. Use this [**TEMPLATE**](https://chitrolekha.com/formats/Template-Design-Project.docx) preparing your submission.
4. **Submission Process**:
	* Submit your design project electronically via email as attached documents.
	* Send your submission to **Riya Das Mahapatra**, Submission Manager, at **chitrolekhajournal@gmail.com**.
	* Include a declaration via email that your article adheres to the “Terms and Conditions” and is not being considered for publication elsewhere.