



University Librarians Association of Sri Lanka

Annual Oration 2025

Guidelines for the Preparation and Submission of Oration

Overview

The Oration of the University Librarians Association of Sri Lanka is a formal scholarly presentation delivered by a senior library academic, based on his or her accumulated scholarly work. It provides a platform to disseminate scientific knowledge gained through accumulated research experience of the academic in a particular subject area. Delivering a scientific oration is regarded as a significant milestone in an academic career; therefore, eligible academics are encouraged to submit an oration manuscript in accordance with these guidelines.

Nature and Scope of the Oration

The oration must be supported by at least four (04) peer-reviewed scholarly publications presenting original research findings. Such publications have to be indexed in one of the four core collections of Web of Science (Clarivate Analytics). Furthermore, the oration should concisely communicate the implications of the original research, interpreting its significance for advancing knowledge and practice within the profession.

The written submission for the oration should contain a substantial amount of original research conducted over a period of time and demonstrate the scholarly authority of the academic in the chosen subject area. Submissions based on a single research project or review articles are generally discouraged.

The oration should revolve around key messages, and the orator should select the findings, results, and conclusions of the studies logically and appropriately to support the messages. It should be written as a cohesive document with an uninterrupted and continuous flow from the beginning to the end. Submissions with several publications combined as isolated studies in a non-cohesive manner will be rejected.

Oration Delivery and Publication

The oration will be delivered in conjunction with the Annual General Meeting of the University Librarians Association of Sri Lanka. The time allocated for the oration is 30–40 minutes. The oration will be published in the forthcoming issue of the Journal of the University Librarians Association of Sri Lanka.



Eligibility Criteria

Submission is limited to members of the University Librarians Association of Sri Lanka who hold the position of Senior Assistant Librarian (Grade I) or above.

Submission Guidelines

Applicants are requested to prepare their oration manuscripts in compliance with the specifications outlined below:

- Length: 3,000–5,000 words (excluding title and references)
- Structure: IMRaD format
- Font: Times New Roman, size 12
- Line spacing: 1.5
- Margins: 2.5 cm on all sides
- Referencing style: APA 7th Edition

The submission for the oration must be accompanied by a covering letter and the curriculum vitae of the applicant. The cover letter should include an explanation of why the applicant believes that the work is of sufficient merit to deserve an oration. Additionally, it should be accompanied by a separate list of original research publications on which the oration is based.


In the case of multi-author publications, the applicant must declare that all co-authors have no objection to the submission of the oration and clearly outline each author's contribution to the research design, data collection, analysis, and writing. A written consent letter from all co-authors confirming their agreement must be submitted. The applicant should also be prepared to provide copies of the cited publications if requested by the organizing committee.

The applicant must also disclose whether any portion of the work presented in the manuscript has previously been delivered as an oral presentation; financial and other conflicts of interest and the process of obtaining ethical clearance in case studies involving human subjects.

Screening and Review Process

All submissions will undergo an initial screening by a Special Committee, which will include a check for similarity to ensure originality. The similarity index must be below 10%. Having Passed the initial screening, eligible submissions will be reviewed by two subject experts appointed by the Special Committee and their decision will be final. The outcome will be communicated to the selected orator in writing after completion of the review process.

In the event of receiving more than one eligible oration submission for the same cycle, all submissions will undergo the prescribed screening and peer-review process. Based on the recommendations of the reviewers and the Special Committee, the most suitable submission will



be selected for delivery at the forthcoming Annual General Meeting. The decision of the Special Committee in this regard shall be final and all applicants will be informed of the outcome in writing.

Important Dates and Mode of Submission

- **Submission Deadline:** 31 January 2026
- **Mode of Submission:** Submissions should be sent via email to the Chairperson of the committee
- **Notification of Decision:** Within one (01) month from the submission deadline
- **Resubmission Deadline:** Revised submissions must be resubmitted within two (02) weeks from the date of notification

Contact Information

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