[Manuscripts should be typed (with a normal margin and double spaced, Times New Roman (font size 12), on one side of A4 paper]

**TITLE OF PAPER** [Single spaced]

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PLEASE READ

**Abstract:** This template provides detailed formatting guidelines for presenters who are preparing abstracts for inclusion in the ISBCW 2025 Abstract Book. The purpose of this template is to ensure consistency, clarity, and readability across all contributions, thereby facilitating smooth compilation and professional presentation of the proceedings. Authors are encouraged to carefully follow the structure and length requirements described here to enable the editorial team to process submissions efficiently.

An abstract should be concise yet informative, highlighting the purpose, methods, results, and significance of the study or case presented. The maximum word limit is 300 words, which allows authors to communicate the essential points of their work without including excessive detail. Clear and precise language is strongly recommended, avoiding unnecessary jargon so that the content is accessible to both specialists, students, and community members who will also participate in the conference. The abstract should not contain references, tables, or figures, and abbreviations should be defined at first mention to maintain clarity.

Submissions are not limited to original scientific research. Presenters may also contribute review study, case studies, or practical experiences related to stingless bees, honey production, and the broader stingless bee industry. This inclusivity encourages knowledge sharing from researchers, practitioners, industry stakeholders, and communities engaged in meliponiculture, ensuring a holistic exchange of perspectives.

Formatting must follow the guidelines outlined in this template. The text should be prepared in English, using a single paragraph with full justification. Authors’ names, affiliations, and contact information must be included at the beginning of the submission, following the conference instructions. Scientific names of organisms should be italicised, while common names may be used for clarity.

By adhering to these guidelines, presenters will contribute to a uniform appearance of the abstract book and ensure that their work is presented in a professional and internationally recognisable format [300 words]

*Keywords*: Stingless bee, maximum six keywords, management policy [5-6 keywords]