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“শিক্ষা নিয়ে গড়ব দেশ”  
শেখ হাসিনার বাংলাদেশ”

BUP  
(Centre for Higher Studies and Research)

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**‘Call for Papers’ for BUP Journal (Volume-11, Issue-1)**

The subject mentioned ‘*Call for Papers*’ notice is forwarded herewith for your necessary action, please.

**MAHBUBUR RASHID**

Captain BN

Director

Centre for Higher Studies and Research  
Bangladesh University of Professionals

30

July 2024

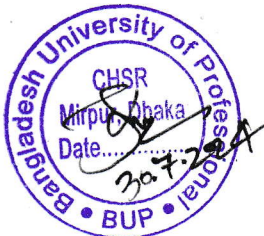
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Enclosure:

1. ‘Call for Papers’ Notice – 05 (five) pages.

To:

(All Faculties, Department and Offices)



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30.07.2024

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**Call for Papers**  
**Volume-11, Issue-1**

**Dear Scholars and Researchers,**

The second Issue, **11<sup>th</sup>** Volume of BUP Journal will be published in the month of **December 2024**. The Journal will contain research based articles on development, security, education, science, technology, engineering, governance, disaster management, socio-economics, environment, medical science and other fields.

Bangladesh University of Professionals (BUP) is committed to publishing high-quality original works from academicians, scientists, engineers, business specialists, sociologists, social scientists, and other scholars in the aforementioned journal. We hope you will find the journal to be of international standard. It aims at creating scope for the researchers who want to enrich their knowledge through scholarly writings.

Our reviewers are selected from reputed universities and institutions based on their excellence in the corresponding academic and research fields. As per the practice, all submitted manuscripts will undergo rigorous editorial screening and peer review process.

The manuscript is to be forwarded through a covering letter containing the following information:

- ❖ The title of the article
- ❖ Author or authors name (Not more than three)
- ❖ Abstract
- ❖ Address for correspondence with e-mail address
- ❖ Personal telephone/cell phone number(s)
- ❖ Declaration of originality duly signed by the author(s)
- ❖ Declaration of the conditions that the paper is submitted to BUP Journal only and has neither been published nor under consideration for publication elsewhere

You are requested to follow the 'Editorial Policy' and 'Guide to Prepare manuscripts for BUP Journal' which are enclosed herewith. For any assistance, please contact **Tahsina Khan**, Deputy Director (Research), Centre for Higher Studies and Research), Cell Phone no.: **+8801769028740**; Email: **journal@bup.edu.bd**

The last date for submission of the manuscript is **15 September 2024**.

Sincerely yours



**Brig Gen Mohammad Shahiduzzaman Khan, ndc, afwc, psc**

Chief Editor, BUP Journal

&

Dean, Centre for Higher Studies and Research (CHSR)

Bangladesh University of Professionals (BUP)

Dy Dir, CHSR...  
*Tahsina Khan*  
30/7/2024

Director, CHSR...  
*[Signature]*  
30/7/2024

## Editorial Policy

The BUP Journal is a compilation of research based scholarly articles of multidimensional nature. It welcomes articles on development, security, education, science and technology, engineering, good governance, environment, disaster management, socio-economics, medical science and other fields related to the interest of Bangladesh and/or world community.

The Editorial Board, on receiving the manuscript, goes for an initial broad based screening and plagiarism check. Thereafter, initial scrutiny of the manuscripts is carried out by a committee headed by the Chief Editor. Manuscript with plagiarism, substandard contents, noncompliance of research methodology and gross noncompliance of the prescribed manuscripts length are rejected by this board. However, the papers with marginal weaknesses are allowed to resubmit after due editing.

After initial scrutiny, each manuscript is sent for opinion and assessment to reviewers who are experts in the respective field of study. The authors are required to revise/edit their papers according to the comments of the reviewers, if any.

After the expert review, the manuscripts are sent for English grammar and language check by the English language expert(s). Subsequently, the Editorial Board goes for final editing and selection of the papers with special care on the following:

- Overall standard of the paper
- Compliance of Research Methodology
- Lucidity
- Relevance of graphs, charts, table and attachments
- Free from racism and/or radicalism
- Contents free from disputable and controversial matters that are harmful to the national interest/society

Manuscript must be prepared according to the format under the heading 'Guide to Prepare Articles for BUP Journal'. Please, note that the Editorial Board recommends that Harvard style should be followed for all references and citations.

The soft copy of the manuscript is to be submitted to **journal@bup.edu.bd**. Two hard copies are to be submitted to the Chief Editor, BUP Journal, Centre for Higher Studies and Research, Bangladesh University of Professionals, Mirpur Cantonment, Dhaka - 1216.

The Editorial Board expects the strict compliance of the conditions that the paper is submitted to BUP Journal only and has neither been published nor under consideration for publication elsewhere.

The Editorial Board does not bear any responsibility for the contents and views expressed in the article or any such complaint against the articles published in the Journal. The author shall sign and attach a letter of declaration of the authenticity and originality of the article in this regard.

No acceptance letter is given unless the manuscript is finally selected for publication by the Editorial Board.

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# Guide to Prepare Manuscripts for BUP Journal

## General

1. BUP Journal welcomes the submission of manuscripts concerning all academic disciplines. The learned authors are sincerely requested to read these guidelines with due care, as failure in doing so may result in rejection of the manuscript. The Editorial Board invites original manuscripts which fall within the editorial policy of the journal and are as concise as the subject matter and the research method permit. The Editorial Board reserves all the right to publish a paper. The board may not even publish any paper for reasons of protecting the interest and image of BUP even after being accepted by the reviewers. The manuscripts submitted are subjected to double blind review before consideration for publication. All manuscripts that meet our standard of excellence, regardless of the number and the nature of disciplines, may be published.

2. Submission of a manuscript implies that it contains original work which has neither been published previously, nor put under consideration for publication elsewhere. It is expected that the manuscripts submitted to the Journal will be structured according to the established literary conventions of the discipline under research where these are organised/ sectioned in a manner that maximises both the substance and clarity of the document.

## Abstract

3. While outlining the abstract the authors should adhere to the following:

- Microsoft Word to be used
- Placed at the beginning of every article
- Font will be Times New Roman and size 12
- Not more than 150 words in length
- Should be limited to a single paragraph, and
- Italicized
- List of keywords to be placed after the abstract

## Length

4. The word limit of the manuscript is expected to be within 4000 to 6000 words which includes the entire paper encompassing appendices, attachments and enclosures (without the references).

## Title of the Paper

5. The title should be within 10 - 15 words.

## Headings

6. Headings must be concise, with a clear indication of the distinction between the hierarchy of headings.

## Front Page

7. It should contain the title of the paper, author's name(s) (not more than three), affiliation, mailing addresses with e-mail, cell phone number, etc.

## Typing/Printing

8. The text should be typed in Times New Roman while font size should be 12. Lines are to be justified at both left and right margins. The manuscript should be printed on one side of the paper.

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*Tehsina Anwar*  
30.07.2024<sup>3</sup>

### Paper Size

9. The prescribed paper size is A4.

### Spelling

10. British style of spelling is to be followed.

### Page Margins

11. The margin should be one inch (1") from all sides.

### Line Spacing

12. Double line spacing should be adopted.

### Page Numbers

13. All pages are to be numbered at the bottom center.

### Figures

14. All figures, including graphs, drawings and photos should have titles with chronological numbers. Appropriate captions are to be placed below the figures.

### Tables

15. All tables are to be titled and numbered sequentially. It should be placed above the table. Source(s) or note(s) are to be placed immediately below the table. Single spacing is to be maintained for table contents.

### Structure of the Manuscript

16. The manuscript may sequentially include Abstract including keywords, Introduction, Problem Statement, Rationale of the Study, Research Objectives, Literature Review focusing on the Research Gap, Theoretical Framework and or Conceptual Framework (if necessary) and Research Methodology etc. The author has the option to highlight Problem Statement, Rationale of the Study and Research Objectives within the scope of the Introduction.

### Plagiarism

17. Manuscripts with plagiarized content will not be accepted. Any content copied from other materials must be placed under quotation. The paraphrased contents from other sources must be properly cited. Copying from other sources with appropriate citation must not exceed **15%** of the total volume of the paper.

### Authorship and Authenticity

18. For authorship (also for joint authorship of the same paper), a declaration of authenticity (including name(s), designation & signature on a separate sheet of paper) must be submitted along with the manuscript.

### References

19. All references and citations must be in Harvard style.

### Submission

20. The soft copy of the manuscript is to be submitted to **journal@bup.edu.bd**. Two hard copies are to be submitted to the **Chief Editor, BUP Journal, Centre for Higher Studies and Research, Bangladesh University of Professionals, Mirpur Cantonment, Dhaka-1216**.



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*Tahsina Khan*  
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