

Call for Papers
Volume-12, Issue-1

Dear Scholars and Researchers,

The **First** Issue, **12th** Volume of BUP Journal will be published in the month of **July 2025**. 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 to create scope for researchers who want to enrich their knowledge through scholarly writing.

Our reviewers are selected from reputable 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 cover letter containing the following information:

- ❖ The title of the article
- ❖ Author or authors name (Not more than three)
- ❖ Abstract
- ❖ Address for correspondence with the 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 **Ms. 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 **30 April 2025**.

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)

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Tahsina Khan
09/02/2025

Director, CHSR.....
[Signature]

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 the 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. Manuscripts 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

1. General. 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. 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 organized/ sectioned in a manner that maximises both the substance and clarity of the document.

2. Structure of the Manuscript. The manuscript may sequentially include the followings:

a. Title

- **Clear and concise:** The title should reflect the focus of the study, including key terms, methods, or variables.
- **Informative:** Avoid overly technical jargon unless it's standard in your field.

b. Abstract while outlining the abstract the authors should adhere to the following:

- Microsoft word to be used
- Font will be Tome New Roman and size 12
- Not more than 150 words in length
- Should be limited to a single paragraph, and
- List of Keywords to be placed after the abstract

c. Keywords

- List 3-6 keywords that represent the main topics of the article. These help with indexing and searchability.

d. Introduction

- **Context and background:** Provide the necessary background to explain why the study is important. Review relevant literature.
- **Research gap:** Identify the gap in knowledge that your study addresses.
- **Objectives:** Clearly state the research question or hypothesis.
- **Justification:** Explain the significance and relevance of your research.

e. Methods (Materials and Methods)

- **Study design:** Describe the type of study (e.g., experimental, observational, qualitative).
- **Participants/Subjects:** Outline how subjects were selected, the sample size, and any inclusion/exclusion criteria.
- **Data collection:** Explain the tools, instruments, surveys, or experimental procedures used to gather data.
- **Data analysis:** Describe how the data were analyzed, including statistical methods (if applicable).

- **Ethical considerations:** Mention any ethical approvals or consent processes, if relevant.

f. Results

- **Objective presentation of findings:** Present the results of your study without interpretation. Use tables, figures, and graphs to illustrate key findings.
- **Text:** Provide a narrative that complements the visual data (but avoid redundancy with tables/figures).
- **Statistical significance:** Report any statistical tests performed, p-values, and confidence intervals as needed.

g. Discussion

- **Interpretation:** Interpret the results in the context of your research question. Discuss how they contribute to the current body of knowledge.
- **Comparison with other studies:** Relate your findings to previous research.
- **Limitations:** Acknowledge the limitations of your study (e.g., sample size, generalizability).
- **Future research:** Suggest avenues for further research or exploration.

h. Conclusion

- **Summary of key findings:** Briefly summarize the main findings and their implications.
- **Practical applications:** If relevant, discuss the real-world impact or future applications of the research.

i. References

- **Cite all sources:** Provide a list of all the references cited in your manuscript. The format of citations may vary (e.g., APA, MLA, Chicago style), so follow the Harvard Referencing style for the journal.
- **Complete and consistent:** Ensure all citations are accurate, complete, and consistent.

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

4. Title of the Paper. The title should be within 10 - 15 words.

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

6. Front Page. 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.

7. Typing/Printing. 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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- **Paper Size:** The prescribed paper size is A4.
- **Spelling:** The British style of spelling is to be followed.
- **Page Margins:** The margin should be one inch (1”) from all sides.
- **Line Spacing:** Double line spacing should be adopted.
- **Page Numbers:** All pages are to be numbered at the bottom center.
- **Figures:** All figures, including graphs, drawings and photos should have titles with chronological numbers. Appropriate captions are to be placed below the figures.
- **Tables:** 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.

8. Plagiarism. 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.

9. Authorship and Authenticity. 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.

10. Declaration. Submission of a manuscript implies that it contains original work which has neither been published previously, nor put under consideration for publication elsewhere.

11. Submission. 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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