

NBIU Research Journal Author's Guideline

The **NBIU Research Journal** is an interdisciplinary platform that brings together research and idea from the fields of **Arts, Science, Law, Social Science, Business Studies, and Engineering**. Our goal is to encourage researchers across disciplines and promote new ways of thinking about complex global issues.

In today's interconnected world, solutions often emerge where different fields are met. By combining creativity from the arts, innovation from science, insights from social science, and strategies from business, this journal aims to foster knowledge that is both diverse and impactful.

We welcome contributions that cross traditional boundaries and offer fresh perspectives. Through this journal, we hope to inspire dialogue, collaboration, and a deeper understanding of the challenges and opportunities shaping our shared future

Before submitting your manuscript to the **NBIU Research Journal**, please carefully read and follow the **author's guideline**. Manuscripts that do not conform to these guidelines will not be processed for review. The NBIU Research Journal emphasizes the **quality and originality** of submitted work and seeks manuscripts that present **novel findings and methodologies**. Please note that there are no submission or publication fees associated with this journal.

Types of Articles:

NBIU considers only previously unpublished manuscripts which present original and well-formulated work.

Article Structure:

Authors should follow this order when preparing manuscripts: Title, Abstract, Keywords, Main Text (Introduction, Objectives, Literature Review, Methodology, Results & Discussion, and Conclusion), Acknowledgements (if any), and References.

Formatting:

Basic formatting style of the manuscript

- **File Type:** MS Word document (.doc or .docx)
- Language: English and Bangla
- **Paper size:** A4 (8.27×11.69 inches or 210×297 mm)
- Page Margin and Spacing: Use single line spacing with a margin of 1.0 inch on all sides of A4 pages.
- Font: Times New Roman
- Font size: 12
- Page number: All pages are to be numbered at the top-right position.
- **Article Length:** The Manuscript of the article should be a maximum of 5000 words.

Title:

The title should be concise and informative.

Abstract:

A concise and informative abstract of approximately 200-250 words should be provided. It must summarize the **objectives**, **scope**, **methodology** (**if relevant**), and **main conclusions** of the paper in a **single paragraph**.

Keywords:

Following the abstract, 5-7 keywords in alphabetical order, separated by semi colons, should be listed.

Introduction:

It should provide a clear statement of the problems, the relevant literature on the subject. It should be understandable to wide range of academicians and researchers around the world.

Methodology:

The methodology should be complete enough to allow experiments to be reproduced. Previously published procedure should be cited and any modification of the published produce should describe briefly. Only truly new procedure should be described in detail. Subheading should be used. Study and location must be mentioned. Subheadings should be used.

Units of Measurement:

All measurements and data should be expressed in International Standard (SI) Where an SI unit does not exist, an internationally accepted alternative unit shall be used. If a symbol or unit of measurement that is not generally recognized is used, an explanatory footnote defining it must be provided when it is first published.

Math Formulae:

All equations and formulae should be type-written wherever possible. Equations should be numbered consistently throughout the document, with equation numbers aligned in the right-hand margin.

Figures and Tables:

All figures and tables should have a title with chronological numbers and appropriate captions. Captions for both figures and tables should be placed above the respective figures and tables.

Discussion:

Discussion, speculation and detailed interpretation of findings should be written here in a view of the results obtained in the present study and in past studies on the topic. At the end of the paper, a state of the conclusions should be given in a few sentences.

Acknowledgement:

If necessary, it should be mentioned briefly on the title page. For those who received grants/funding for the study please mention name of the donors/funder and grant number.

Plagiarism Policy:

The NBIU Research Journal (NRJ) takes issues of copyright infringement and plagiarism very seriously. All submitted manuscripts will be checked for similarity using Turnitin plagiarism detection software. Only manuscripts with a **similarity index of less than 30%** will be considered for further review and processing.

Review Process:

After submission, Editorial Board will check the paper's composition and arrangement. If the manuscript is accepted at this level, it would be sent to two reviewers for in depth review. Based on their reports, final decision will be taken by the Editorial Board. An additional review by a third reviewer may be carried out if it becomes difficult to reach a decision from the comments made by initial reviewers (1st and 2nd reviewers). The Editorial Board has the right to do the followings:

- Acceptance (with no change)
- Acceptance after minor correction
- Acceptance after major correction
- Rejection

Authorship and Affiliations:

All researchers who have made a substantial contribution to the research and preparation of the manuscript should be listed as authors. Principal authorship, the order of authors, and other publication credits should reflect the relative scientific or professional contributions of each individual, irrespective of their institutional position or status. Authors' names should be followed by their affiliations and addresses, which must appear only on the title page of the manuscript.

The Author will bear the responsibility for the content of published article.

Reference Style:

Authors are required to adhere to the most recent edition of either the **APA** or **Chicago** referencing style. Consistency in the application of the chosen style must be maintained throughout the manuscript.

Submission System:

All manuscripts should be sent to journal@nbiu.edu.bd