

PAPERS INVITED

On behalf of

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for the publication of a Research Journal (Multi-Disciplinary) very shortly with an ISSN comprising mainly the papers of college and university teachers, as well as scholars of higher education across the country. The last date of submission of Paper is **30.04.2015**. Please follow the guidelines given below during preparation of the paper.

GUIDELINES

PART-I

Total submission should be divided into two parts. In first part, there should be a title page mentioning the Title of the paper, Author's Name, and Present Designation with Dept., complete Office Address, Postal Address for correspondence, Affiliating University, Mobile No. and Email Address. It must be accompanied by a declaration that "the paper titled.....is original piece of work and not copied in whole or in part from other works. It has not been published or submitted for publication elsewhere. It is submitted exclusively for this journal and the copyright of this paper is handed over to the Editorial Board so long as it remains under consideration for publication." The declaration should be followed by a scanned signature. This page should be typed in a separate word file named as Title Page. Main text of the paper will form the second part which should also be prepared in a separate word file named as Main Text. The soft version of these two files should be sent as attachment through e-mail to either **krishnapada06@rediffmail.com** or **suparna_chaudhury79@rediffmail.com**. A hard copy of the paper will have to be sent after getting intimation as to the acceptance of the paper for publication. Each of the selected contributors will be given a free copy of the journal. Contributors may visit the college website **www.sbssmahavidyalaya.org** to know more about the publication of this journal.

PART-II

1. Paper should be written in English (Bengali literature may be written in Bengali) within 4000 words including references, tables, annexure etc. in MS-WORD format using Times New Roman. The title of the paper should be given at the top followed by an Abstract of about 150 words providing a gap of 3 lines after the title. The name of the author should not appear anywhere in the manuscript to facilitate blind review by the experts.
2. Abstract should be non technical to facilitate the readers in understanding manuscript's contribution. It should contain introduction to the topic, main objective, key methods used, results and conclusion.
3. Paper should be organized in such a manner that it would follow the major heads like Introduction, Review of Literature, Objectives, Materials and Methods for experimental study/ Methodology for non-experimental study, Results, Discussion of Findings, Conclusion etc. Problems to be investigated in this study and its need and importance may be incorporated in the Introduction section, if not mentioned under separate heads. Conclusion should be based on the judgments of results obtained and not merely the repetition of discussions made earlier. It should also answer the objectives of the study. Very lengthy mathematical proofs and extensive tables should preferably be avoided.

PART-III

Page setup and other specification

1. Margin: 1 inch on all four sides, paper setting- A4 size, Line spacing-1.5
2. Title: Bold, 14 point, centered and fully capitalized.
3. Heading: Bold, 12 point, left justified; Sub-heading: Bold, 11 point, left justified.
4. Abstract: Italicised, 11 point, Centrally justified.
5. Main text: 12 point, Line spacing-1.5 and justified.
6. Figures and Tables: It should be Titled, placed centrally, numbered separately, source of data must be mentioned below the tables/figures.
7. References: It should be arranged in a separate page at the end of the manuscript in the following manner:
8. For Book: Harold, B.J. and Jerome, E.H. (1975), An Introduction to Managerial Finance, Pitman Publishing Ltd. London.
9. For Journal: Hamsalakshmi, R. and Manicham, M. (2005), "Financial Performance Analysis of Selected Software Companies", Finance India, Vol.-XIX, No.3. September, pp.915-935.
10. References should generally be ordered alphabetically, but if any specific reference is used in the text that should be shown as superscript 1,2 etc. and references should be presented in that order.
11. For online Resources: Complete website address/link along with the date of visit should be mentioned.
12. Clarity, grammar, spelling, punctuation and consistency of references should be checked very carefully before submitting the paper.

Dr. Krushnapada Das Adhikary
Chief Editor