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Trunk Road, Feni-3900

Author Guidelines for a Full Paper
for

FENI UNIVERSITY JOURNAL

Introduction

Feni University Journal is the peer reviewed academic publication of the university, which aim is to add new ideas to the existing realm of knowledge by inspiring faculty members, researchers and other inquisitive minds. The 1st volume of the journal was published in August 2016 and the 2nd volume was published in April 2018 and 3rd volume is going to be published by December 2023.

Feni University Journal welcomes manuscript concerning various academic disciplines such as **arts, law and social science; business, management and leadership; science and engineering** etc. The editorial board encourages authors to submit their original unpublished articles written in the style of the Journal. The submitted papers are subject to blind review before publication. There is standing policy as to the publication of the number papers in the journal. All papers that meet required standard (free from plagiarism) regardless the number and nature of disciplines will be published.

Guidelines
A full paper to be submitted for publication in *FENI UNIVERSITY JOURNAL* must satisfy the following guidelines:

1.	Language	: American English [mixing of British and American English is prohibited].
2.	Word limit for an article	: 4000-6,000 [excluding references, tables and figures, a longer manuscript may be considered in exceptional cases].
3.	Format	: MS Word (.doc & .docx). **No pdf files will be accepted.**
4.	Paper size	: A4
5.	Margin	: 2.54 cm (1 inch)
6.	Page number format	: Page X of Y in center of the footer with a font size 12.
7.	Line spacing	: Double spaced including references.
8.	Font	: Times New Roman [throughout the document].
9.	Font size	: 12 throughout the paper; title 14-Bold.

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10.	Title	: Both on the title page, and abstract: Title with name of author(s) and their/his affiliation, email & phone numbers. : On the original manuscript: Title without name of author(s) and their/his affiliation.
11.	Alignment	: Justified throughout the article; title & author name- centered.
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13.	Abstract	: Italics and justified
14.	Word limit for abstract	: 250 words
15.	Key Terms	: Minimum 5 (five), after the abstract.
16.	Figures and Tables	: Numbered with central alignment : with a caption/title **below for a figure** and **below for a table** centered : not to break across two pages
17.	Plagiarism Checking	: All the paper must be submitted after plagiarism checking. 25% similarities could be allowed for FUJ.
18.	References	: References are to be provided at the end in alphabetical order and separating each reference **with a line break.**
		: The text of research paper will follow the **Analytical Sciences Style** of referencing and citation system. Please follow the guidelines below:
		(1) Book: P. Slovic, The Prescription of Risk. Earth Scan Publications", **2000**, pp. 225-245 . DOI: if any. **(2) Article in Journal:** K. Thompson, E. Griffith and P. Leaf, "A Historical Review of the Medison Model of Community Cares." *Hospital and Community Psychiatry*, **1995**, *41*(6), 21-35 . **(3) Conference Paper:** N. H. Harley, Radonrisk models In: A.R.Knight and B. Hared (eds), Indoor Air and Human Health Proceedings of the Seventh Life Sciences Symposium, Amsterdam, Elsevier, 29-31 October, **1981**, pp. 69-78. **(4) Dissertation/Thesis:** W.R.Young, "Effects Different Free During Democratic Transition: The Malawi Social Action Fund 1996-2001, Institute of Development Studies, Brighton UK, **1981**.
19.	Submission	The soft copy of the article is to be submitted to: **journal@feniuniversity.ac.bd**

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