



SONARGAON UNIVERSITY JOURNAL

AUTHOR INFORMATION PACK

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DESCRIPTION

The Sonargaon University Journal focuses upon different aspects of Science, Engineering, Humanities and Business. The Sonargaon University Journal invites contributions of original, unpublished and innovative research work. The journal aims to provide an authentic platform for the presentation of original fundamental research, interpretative reviews and discussion of new developments in following aspects:

- **Pure Science**
Chemistry, Physics, Mathematics
- **Applied Science and Engineering**
Computer Science, Electrical, Civil, Mechanical, Architecture, Marine Science, Textile engineering, Fashion design.
- **Humanities**
Social science, Law, and Economics.
- **Business**
Accounting, Management, Finance, HRM, MIS, Banking, Supply Chain Management, Marketing.

AUDIENCE

SUJ is a multidisciplinary journal and it may seek audience from various discipline based on Science, Arts and Business.

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GUIDE FOR AUTHORS

Submission of Papers

Manuscripts should be submitted to journal@su.edu.bd . After preliminary screening, the article will be sent for further processing and editor will start communication with the corresponding author. SUJ generally accepts articles in three format:

- **Original Papers:** Based on comprehensive and authoritative work, should have special significance, and should be written clearly and briefly.
- **Short Communications:** Article must contain important preliminary work and writing should not exceed the equivalent of 3000 words.
- **Review articles:** Generally, these types of articles are offered by one of the member from editorial panel. Before submit the review article, potential writers should consult with editor to check the appropriateness of their topic.

SUBMISSION CHECKLIST

Please use the following list to carry out a final check of your submission before you send it to SUJ. Please check the related section in this Guide for Authors for more details.

Please confirm that the following items are present

One author has been designated as the corresponding author with contact details:

- E-mail address

Manuscript

- Include keywords
- All figures (include relevant captions)
- All tables (including titles, description, footnotes)
- Ensure all figure and table citations in the text match the files provided
- Indicate clearly if color should be used for any figures in print

Further considerations

- Manuscript has been 'spell checked' and 'grammar checked'
- All references mentioned in the Reference List are cited in the text, and vice versa
- Permission has been obtained for use of copyrighted material from other sources (including the Internet)
- Relevant declarations of interest have been made
- Journal policies detailed in this guide have been reviewed
- Referee suggestions and contact details provided, based on journal requirements

Language

All article submitted to SUJ should be written in good English. Authors are requested to check grammar before submission.

Article structure

Subdivision - numbered sections

Please divide your article into clearly defined and numbered sections. Subsections should also be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract is not included in section numbering). Use this numbering also for internal cross-

referencing: do not just refer to 'the text'. Any subsection may be given a brief heading. Each heading should appear on its own separate line.

Introduction:

State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

Material and methods:

Provide sufficient detail to allow the work to be reproduced. Methods already published should be indicated by a reference: only relevant modifications should be described.

Results and Discussion:

Results should be clear and concise. Discussion should explore the significance of the results of the work, not repeat them.

Conclusions:

The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

The text font in all above sections should be **Times New Roman**, font size should be **10** and spacing should be **1.5**.

Essential title page information

Title: Brief and informative. Titles are often used in information-retrieval systems. Please avoid abbreviations and formulae where possible. Title text should be **Times New Roman**, font size should be **16** and spacing should be **1.5**.

Author names and affiliations

Please specify the given name(s) and family name(s) of each author and check that all names are accurately spelled. Please write the authors' affiliation (where the actual work was done) below the names. Indicate all affiliations with a lowercase superscript letter (1, 2, 3 etc.) immediately after the author's name and in front of the appropriate address.

Corresponding author

Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. Please put an asterisk (*) immediately after the corresponding author's name. Please also provide the e-mail of the corresponding author.

Keywords

Immediately after the abstract, provide a maximum of 6 keywords, using American spelling and avoiding general and plural terms and multiple concepts (avoid, for example, 'and', 'of').

Abbreviations

Define abbreviations that are not standard in this field in a footnote to be placed on the first page of the article. Such abbreviations that are unavoidable in the abstract must be defined at their first mention there, as well as in the footnote. Ensure consistency of abbreviations throughout the article.

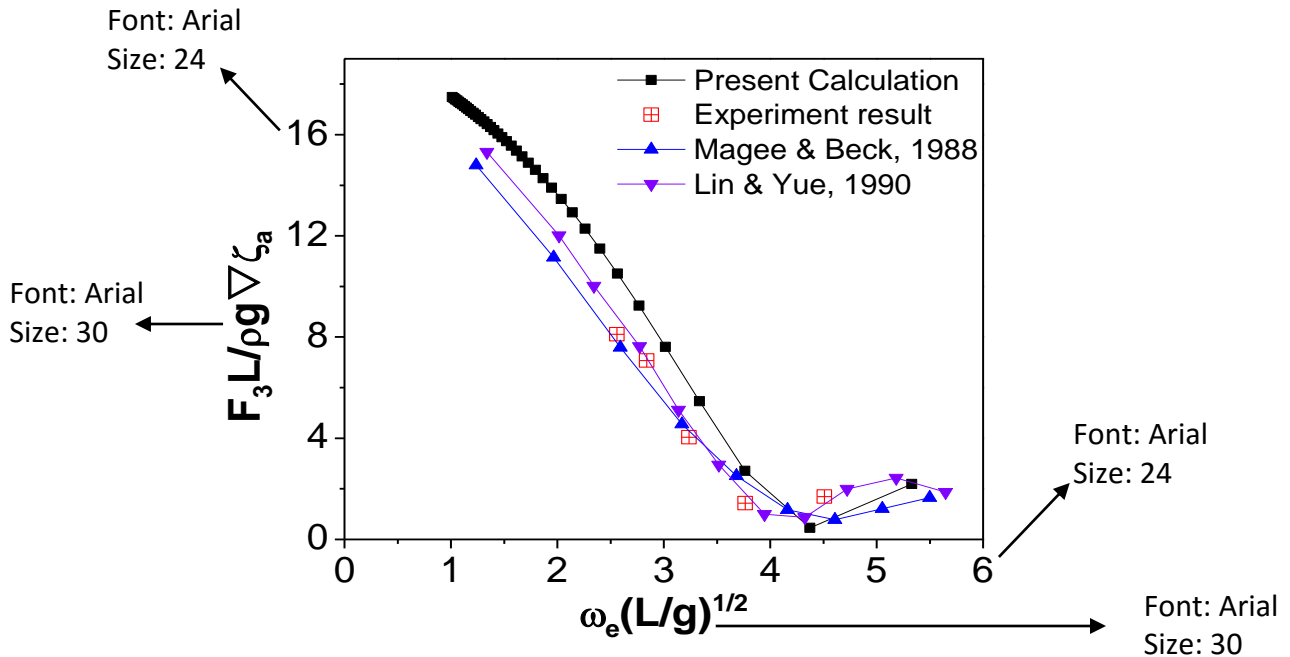
Acknowledgements

Collate acknowledgements in a separate section at the end of the article before the references.

Figure captions

Please confirm that each drawing has a caption. Write captions separately, not attached to the figure. All the Figures should be numbered (as **Fig. X.**, where X =1, 2, 3....). A caption should comprise a brief title (not on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

Example:



Tables

Please submit tables as editable text and not as images. Tables can be placed either next to the relevant text in the article, or on separate page(s) at the end. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Please confirm that all the tables are properly numbered (as **Table X.**, where X=1, 2, 3...).

References

Citation in text:

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Any references cited in the abstract must be given in full. Unpublished results and personal communications are not recommended

in the reference list, but may be mentioned in the text. If these references are included in the reference list, they should follow the standard reference style of the journal.

Reference style:

Text Citation:

Within the text, references should be cited in numerical order according to their order of appearance. The numbered reference citation should be enclosed in brackets.

Example:

It was shown by Prusa [1] that the width of the plume decreases under these conditions.

In the case of two citations, the numbers should be separated by a comma [1,2]. In the case of more than two reference citations, the numbers should be separated by a dash [5-7].

List:

Number the references (numbers in square brackets) in the list in the order in which they appear in the text.

Examples:

Reference to a journal publication:

[1] Ning, X., and Lovell, M. R., 2002, "On the Sliding Friction Characteristics of Unidirectional Continuous FRP Composites," ASME J. Tribol., 124(1), pp. 5-13.

[2] Barnes, M., 2001, "Stresses in Solenoids," J. Appl. Phys., 48(5), pp. 2000–2008.

Reference to a book:

[3] Jones, J., 2000, Contact Mechanics, Cambridge University Press, Cambridge, UK, Chap. 6.

[4] Jones, J., 2000, Contact Mechanics, Cambridge University Press, Cambridge, UK, PP. 235-245.

Reference to a website:

[4] Cancer Research UK, Cancer statistics reports for the UK, 2000.
<http://www.cancerresearchuk.org/aboutcancer/statistics/cancerstatsreport/>,
(accessed 13.03.03).

Conference:

[5] Lee, Y., Korpela, S. A., and Horne, R. N., 1982, "Structure of Multi-Cellular Natural Convection in a Tall Vertical Annulus," Proc. 7th International Heat Transfer Conference, U. Grigul et al., eds., Hemisphere, Washington, DC, 2, pp. 221–226.

Newspaper:

[6] Meier, B. (2013, January 1) "Energy Drinks Promise Edge, but Experts Say Proof Is Scant." New York Times, pp. 1.

Thesis Paper:

[7] Smith, R., 2002, "Conformal Lubricated Contact of Cylindrical Surfaces Involved in a Non-Steady Motion," Ph.D. thesis,
<http://www.cas.phys.unm.edu/rsmith/homepage.html>

[8] Tung, C. Y., 1982, "Evaporative Heat Transfer in the Contact Line of a Mixture," Ph.D. thesis, Rensselaer Polytechnic Institute, Troy, NY.