



Call for Papers

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Journal of Business Studies, PUST welcomes research articles from the university faculties on all aspects of business related fields. The journal aims at providing a platform and encourages the emerging scholars and academicians to share their professional and academic experiences. The manuscript is selected through a precise peer-review to ensure quality, originality, appropriateness, significance and readability. Authors are solicited to contribute to this journal by submitting articles that illustrate research results, projects, original surveys and case studies that describe significant advances in the fields of business studies.

The articles received for publication are referred to two specialists (not below the status of Professor/Associate Professor of Public University) for assessment and review. Those, which are recommended by two reviewers, are finally selected for publication on the basis of editorial approval.

Guidelines for the contributors:

Manuscripts should be prepared consistent with the following guidelines:

1. All papers must be submitted for review by **30 May 2018**.
2. The submitted manuscript should be original and contribute to some new dimensions in the field of scholarship and it is not published or under consideration for publication elsewhere.
3. Three (3) hard copies of the article are to be submitted to the **Chief Editor** of “Journal of Business Studies, PUST” and soft copy in Microsoft Word CD format along with the hard copies and the soft copy should be mailed to the following address: **jbs@pust.ac.bd**
4. For manuscript formatting, use journal template, download from www.pust.ac.bd/journal/jbs/templatejbspust Manuscripts should not exceed 8000 words, all-inclusive.
5. The first page of the manuscript should include the title of the manuscript and complete contact information for each author with author name, designation, affiliation, full postal address, email address, and telephone number. The corresponding author should be clearly noted in the case of multiple authors.
6. The second page of the manuscript should include the title of the manuscript, an abstract of maximum 250 words, and five to seven keywords or short phrases that accurately reflect the content of the manuscript. Abstracts should reflect the original theme, methods used, and findings of the paper which can be used for indexing purpose.
7. The paper should include the Introduction, Review of the Literature, Research Methods, Empirical Results, Discussions and Implications.
8. Incorporate headings and sub-headings throughout the manuscript to aid readability.
 - First-order headings should be left aligned and all capital letters.
 - Second-order headings should be left aligned and use both upper and lower case letters.
 - Third-order headings should be left aligned italic and use sentence case letters.



9. Referencing style should follow the author-date system by using the APA (American Psychological Association) style of referencing. The references should begin on a new manuscript page in **A to Z** format, with the heading REFERENCES appearing left aligned at the top of this page.

Examples by Type

Periodicals: Periodicals include items published on a regular basis, such as journals, magazines, newspapers, and newsletters.

General reference form:

Author, A. A., Author, B. B., & Author, C. C. (year). Title of article. Title of Periodical, xx, pp–pp. doi:xx.xxxxxxxx

Books, Reference Books, and Book Chapters: This category includes books and reference books such as encyclopedias, dictionaries, and discipline-specific reference books.

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Author, A. A. (1967). Title of work. Location: Publisher.

Author, A. A. (1997). Title of work. Retrieved from <http://www.xxxxxxx>

Author, A. A. (2006). Title of work. doi:xxxxx

Editor, A. A. (Ed.). (1986). Title of work. Location: Publisher.

Technical and Research Reports: Technical and research reports, like journal articles, usually cover original research, but may or may not be peer reviewed.

General reference form:

Author, A. A. (1998). Title of work (Report No. xxx). Location: Publisher.

Meetings and Symposia

Symposium:

Contributor, A. A., Contributor, B. B., Contributor, C. C., & Contributor, D. D. (Year, Month). Title of contribution. In E. E. Chairperson (Chair), Title of symposium. Symposium conducted at the meeting of Organization Name, Location.

Paper presentation or poster session:

Presenter, A. A. (Year, Month). Title of paper or poster. Paper or poster session presented at the meeting of Organization Name, Location.

Doctoral Dissertations and Master's Theses

For a doctoral dissertation or master's thesis available from a database service, use the following reference template:

Author, A. A. (2003). Title of doctoral dissertation or master's thesis (Doctoral dissertation or master's thesis). Retrieved from Name of database. (Accession or Order No.)

For an unpublished dissertation or thesis, use the following template:

Author, A. A. (1978). Title of doctoral dissertation or master's thesis (Unpublished doctoral dissertation or master's thesis). Name of Institution, Location.

Reviews and Peer Commentary

Reviewer, A. A. (2000). Title of review [Review of the book Title of book, by A. A. Author]. Title of complete work, xx, xxx–xxx.

For further information on APA styles, authors may visit following websites:

- ✓ <http://www.bibme.org/citation-guide/apa/>
- ✓ <http://www.apastyle.org/learn/quick-guide-on-references.aspx>



10. All equations/mathematical models included in the manuscript should be typed using equation editor of Microsoft Word. All tables, figures, graphs, should appear within the manuscript and the appendices should be inserted at the end of the manuscript.
11. The “***Author Declaration Form***” should be duly filled and signed by every author and should be attached with the submitted hard copies of the manuscript.
12. Authors should carefully proofread their manuscripts prior to submission. Please pay careful attention to spelling and grammar, in particular.
13. The editorial communication should be made to the following address:

Dr. Md. Amirul Islam

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Dean

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