Abstract: Each manuscript must include an abstract in English of approximately 300 words. It should be concise and factual. It should have a structured form. The abstract should be nonmathematical and include a summary of the research objective, findings and conclusion. An abstract is often presented separate from the article, so it must be able to stand alone. References should be avoided in the abstract. Do not use abbreviations, special characters, math and formulae in your abstract. The title of the paper and not the author/s name or other identification/designations, should appear on the abstract page and on the first page of the text.

Keywords: Include at least 5 keywords. They should not repeat the title of the manuscript.
1. Introduction:

The National University Journal of Humanities, Social Sciences and Business Studies is a peer reviewed multidisciplinary journal publishing original and high-quality articles, research reports, case studies etc. covering a wide range of topics in Humanities, Social Sciences and Business Studies. It is a half-Yearly journal published in December & June of each year by the National University. **Papers should be written in English.**

The format of the table has been given below:

<table>
<thead>
<tr>
<th>Word 1</th>
<th>Word 2</th>
<th>Word 3</th>
<th>Word 4</th>
<th>Word 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Word 6</td>
<td>Word</td>
<td>Word</td>
<td>Word</td>
<td>Word</td>
</tr>
<tr>
<td>Word 7</td>
<td>Word</td>
<td>Word</td>
<td>Word</td>
<td>Word</td>
</tr>
<tr>
<td>Word 8</td>
<td>Word</td>
<td>Word</td>
<td>Word</td>
<td>Word</td>
</tr>
</tbody>
</table>

The object of “The National University Journal of Humanities, Social Sciences and Business Studies” is to promote the wide dissemination of the results of research and other scholarly inquiries into the field of Humanities, Social Sciences and Business Studies areas. So the papers/articles should be based on research and should demonstrate the author’s own analysis, thought and judgment.

The format of the figure has been given below:

![Fig. 1. National University Logo](image)

Fig. 1 shows the Logo of the National University

2. Submission Preparation Checklist:

Before submitting the manuscript, author(s) should check the following list:

- Articles will be accepted only in MS-Word format. No pdf files will be accepted. All manuscripts should be computer typed (Font- Times New Roman, Font Size-11 point, Paper title font size-14+bold, Section heading font size-11+bold and subsection heading font size-11+bold) on one side of A4 size (8.27”X11.69”) good quality paper and be double spaced, except for indented quotations. Margin should be at least one inch on all sides of the page. Please submit the article in only one file (.doc or .docx) including results, tables, figures, references and the text.
• Any teacher or student of NU affiliated colleges can submit research-based articles. Teachers, students or researchers of other universities/institutions/organizations may also write and submit their research-based articles for publication in this journal.

3. Manuscript Preparation:

3.1 Manuscript should be as concise as the subject and research method permit subject to a maximum of 6000 words.

3.2 The submission should not be copied or plagiarized in whole or in part from other works.

3.3 To ensure anonymous review, author(s) should not identify himself/herself/themselves directly or indirectly in the text of the papers.

3.4 A cover page should include the title of the paper, the author/s name title, affiliation and acknowledgement, if any.

3.5 Title should be concise and informative

3.6 The submitted article should include the name(s) and the affiliation(s) of the author(s). Indicate the given name and family name clearly.

3.7 Clearly indicate who is willing to handle correspondence at all stages of refereeing, publication and also post-publication.

3.8 Subsections of the article:

- Arrange your article into clearly defined and numbered sections
- Subsections should be numbered 1, 2. (Then 1.1, 1.1.1, 1.1.2), 1.2, etc.
- The abstract is not included in section numbering
- Research works should be divided into background, material and methods, results, discussion, conclusions, references.

4 Conclusion
Acknowledgement
References

• Citations in the text
  o Please ensure that every reference cited in the text is also present in the reference list (and vice versa).
  o Avoid citation in the abstract.
  o Citations in the text should be marked consecutively by Arab numbers in brackets (e.g. [1]).
  o When referring to a reference item, please simply use the reference number, as in [2].

• Reference List
  o The heading of the References section must not be numbered
References should be presented in consecutive order (as they are referred to in the text)

Number the reference items consecutively in square brackets (e.g. [1])

Examples:

|---|---|


Contact Address: The author(s) should send a forwarding letter declaring that the work is his/her (their) own and has not been submitted elsewhere for publication. The manuscript (two hard copies and one CD) along with the forwarding letter should be sent to: Dr. Md. Nasiruddin, Associate Editor, The National University Journal of Humanities, Social Sciences and Business Studies, Room No. 222, Dr. M. A. Bari Bhaban, National University, Gazipur-1704, Bangladesh. One soft copy must be sent through email to: editornujhsb@gmail.com

Submission Date for December 2014 issue : 5 August to 15 October 2014