

Notes for Contributors

Publication

Social Science Review (SSR) is a flagship publication of the Faculty of Social Sciences, University of Dhaka. It is a bi-annual double-blind peer-reviewed Journal published in January and July by the Registrar, University of Dhaka. This journal accepts original research articles in the broader field of social sciences from the faculties of the University of Dhaka as well as other reputed universities. Interested scholars affiliated with research institutions may also submit their research papers.

Form of Manuscript

Articles should be no longer than 7000 words including tables, figures and references. All articles must be accompanied by an abstract of 200 words, approximately five keywords, and full institutional affiliation, postal and email addresses and brief profile of the author. In case there are two or more authors, then corresponding author's name and address details must be clearly specified on the first page itself. A title of 50 characters (maximum) should be provided for page heading. The title page should be followed by a page containing only the full title and an abstract briefly pointing out materials, methodology and main findings. The text should be organised under appropriate heading and sub-headings.

Papers submitted to SSR must not be under consideration by any other publisher; authors must attest to this at the time of submission. It is also the author's responsibility to disclose any potential conflict of interest regarding the submitted manuscript.

Plagiarism

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Manuscript Formatting

1. The manuscript should be submitted in MS Word format.
2. All articles should be types on one side of the paper (preferably A4) and double-spaced throughout (not only the text but also displayed quotations, notes, references and any other matter).
3. Notes should be numbered serially and presented at the end of the article. Notes must contain more than a mere reference.
4. British spellings be used throughout.
5. Use single quotes throughout. Double quotes only used within single quotes. Spellings of words in quotations should not be changed. Quotations of 45 words or more should be separated from the text and indented with one space with a line space above and below. When directly quoting from a work, include the page number in the citation.
6. When referring to a century use '19th century', '1980s'. Spell out numbers from one to nine, 10 and above to remain in figures. However, for exact measurements use only figures (3 km, 9 per cent not %). Use thousands and millions, not lakhs and crores.
7. Tables and figures to be indicated by number (e.g., see Table 1) with appropriate heading, not by placement (e.g., see Table below). Source(s) should appear below the table followed by notes, if any, in lower letters. Short and crisp titles and headings in tables and figures are preferred. The units of measurement should be stated.
8. Figures should be planned to fit the proportions of the printed page. Full source(s) should be provided below each figure. All maps should be numbered consecutively. Sources should be provided below each map. Illustrations, graphs and charts should be drawn in deep blue ink on thick drawing papers clearly and legibly within the printing area with appropriate legends.

In-text Citations & References

Citations and References should adhere to the guidelines below (based on the Publication Manual of the American Psychological Association, 6th edition). Some examples are given below:

In text Citations:

- One work by one author: (Author Last Name, Year, p. XX) or ‘Author Last Name (Year) found that among the epidemiological samples..’.
- One work by two authors: (First Author’s Last Name & Second Author’s Last Name, Year, pp. XX–XX) or First Author’s Last Name and Second Author’s Last Name (Year) found that..
- One work by three or more authors: (First Author’s Last Name, Second Author’s Last Name & Third Author’s Last Name, Year) [first instance]; First Author’s Last Name et al. (Year) [Second instance onwards].
- Groups or organizations or universities: (University of Dhaka, Year) or University of Dhaka (Year).
- Authors with same surname: Include the initials in all the in-text citations even if the year of publication differs, e.g., (A. Ali, 2006; M. Ali, 2008).
- Works with no identified author or anonymous author: Cite the first few words of the reference entry (title) and then the year, e.g., (‘Study finds’, Year); (Anonymous, Year).
- If abbreviations are provided, then the style to be followed is: (Bangladesh Academy for Rural Development [BARD], Year) in the first citation and (BARD, Year) in subsequent citations.
- Two or more works by same author: (Author Last Name, 1990, 2006, in press)
- Two or more works with different authors: (Author Last Name, 1996; Author Last Name, 1999)
- Secondary sources: Allport’s diary (as cited in Nicholson, 2003).

References:

Book

Author, A. A., Author, B. B., & Author, C. C. (year). *Book title*. Place: Publisher.

Edited Book

Author, A. A., Author, & B. B. (Eds.) (year). *Book title*. Place: Publisher. [For single editor, use (Ed.)]

Chapter in book

Author, A. A., Author, B. B., & Author, C. C. (year). Chapter title. In A. Editor, B. Editor, & C. Editor (Eds.), *Book title* (pp. xxx–xxx). Place: Publisher. [For single editor, use (Ed.)]

Non-English reference book, title translated into English

Author, A. (Year). *Title in original language* [Title in English] (edition number). Place: Publisher.

Journal Article (Single Author)

Author, A. A. (year). Article title. *Journal Name*, vol. no.(issue no.), page range. DOI or URL (Accessed on Month Day, Year). [DOI number optional]

Journal Article (Two or more Authors)

Author, A. A., Author, B. B., & Author, C. C. (year). Article title. *Journal Name*, vol. no.(issue no.), page range. DOI or URL (Accessed on Month Day, Year). [DOI number optional]

Web Resources

Author, A. A. (Year). *Document Title*. Retrieved from Site Name. URL (Accessed on Month Day, Year).

Conference paper

Contributor, A. A., Contributor, B. B., & Contributor, C. C. (date). *Title of contribution* [Type of contribution]. Conference name, location. DOI or URL

Newspaper Article (with an author)

Author, A. A. (Year, Month Day). Title of article. *Title of Newspaper*, p. XX. Retrieved from <http://www.webaddress.com/full/url/> (Accessed on Month Day, Year).

Newspaper Article (without an author)

Title of the news/article. (Year, Month Day). *Title of newspaper*, p. XX.