



# JADAVPUR UNIVERSITY

KOLKATA - 700032, INDIA.

FACULTY OF ARTS

Department of Sanskrit

Ref. No. ....

Date 06/09/2021 .....

## NOTICE

It is our proud privilege to announce that the Department of Sanskrit, Jadavpur University has taken a giant leap to bring out the online version of its research journal *Anvīkṣā*. Henceforth, all the proceedings and activities of the journal will be entirely online. The process of the web-portal is ongoing and soon it will be ready for use at user's end.

Therefore original, unpublished research articles are invited from the Academicians, Research Scholars and Enthusiasts for *Anvīkṣā*, Vol. XLIII, Journal of the Department of Sanskrit, Jadavpur University. However, **scholars are requested to prepare the paper and to keep it safe at their end. As soon as the web portal opens, it will be notified with the submission guidelines, so that, scholars can easily submit their paper on the portal.**

Now at the time of preparing the manuscript, these guidelines may be followed for the smooth submission of paper and further proceedings:

The structure of an article should follow these points for proper submission on the portal-

- Title of the Paper
- Author's Name, Email, Contact Number, Designation, University/College etc.
- Abstract of the Paper
- Keywords (4 to 6)
- Main Paper
- References (Use Endnotes only) (No Footnotes)
- Selected Bibliography (alphabetically sorted)
- Weblink (if applicable)
- Citations and Bibliography should be prepared by following the guidelines of **MLA style** [Eighth edition] The following site may be utilized for the same.

<http://www.easybib.com/guides/citation-guides/mla-8/ultimate-guide-mla-eighth-edition/>

- All graphs, figures, tables and illustrations (if needed) should be placed in the Main Paper, **as image file (jpg/jpeg)**, where they are discussed.
- Scholars are requested to use "Microsoft Word" for preparing their paper, as later, it will be easy to upload the article on the web portal.

The following format, at the time of preparing the paper, may be followed, so that, certain uniformity remains among the papers, submitted to portal, by the authors-

- Language: English or Bengali or Sanskrit
- Font (for English): Times New Roman; Size: 12
- Font (for Bengali): Kalpurush; Size: 12

- Font (For Sanskrit): Kokila/Arial Unicode MS; Size: 14  
[For Bengali & Sanskrit typing, Unicode is Preferable]
- Page: A4 (Portrait)
- File Format: .docx (i.e., MS Word file)
- Margins: 1 Inch (2.5 cm) all sides.
- Line Spacing: 1.5
- Paragraph Spacing: 6pt (before/after)
- Word Limit: Abstract (300 words maximum), Main Paper (5000 words maximum)

Scholars are also requested to note these important points-

- Web-portal will be available soon and it will be notified and circulated widely. So, scholars should prepare their draft timely and keep it safe to avoid last minute rush.
- Scholars must check regularly the official website of Jadavpur University for latest update on this matter. [ <http://www.jaduniv.edu.in/> ]
- The Web-portal will be user's friendly and self-explanatory. Detail instructions with video will be given, on the portal, for the sake of the users.
- Editorial board of *Anvikṣā* will only consider original, innovative manuscript for consideration of review process.
- Throughout the processing, scholars should maintain the originality, authenticity and reliability of their paper.
- All rights regarding the final selection and publication of research papers are reserved with the editor of the journal.
- Plagiarism Check will be done through licensed / open source software (iThenticate, Viper etc.) and then the next process and communication will take place according to the plagiarism level.
- Only those manuscripts will be processed for the review which are found to be in spirit with journal aims, publication policy and publication ethics with originality.
- Scholars are advised to go through the 'Publication Policies & Ethics', which will be visible on the portal, to understand the overall mechanism of paper publishing.
- It should be noted evidently that **no fees or charges are required from authors for manuscript submission.**

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