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# **LIS Today**

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## **Publication Policy & Guideline for Authors**

The LIS Today is a journal in the field of Library and Information Science published bi-annually by the Bihar State Library Association(BSLA) being governed by the following publication policy and guidelines for authors. Authors are requested to follow the "Publication policy and Guideline of Athors"

#### 1. Publication Policy

The main aim of the LIS Today is to bring out original and valuable research papers in the field of library and information science. It comes out bi-annually in June and December of each year. The Advisory Board's main function is to give suggestions and advice from time to time for the improvement of the standard of the Bulletin. The articles, which are merely adaptation of similar contribution appearing elsewhere, are usually discouraged, Research Papers, Book Reviews, proceedings and papers of seminars/Conference, workshops etc. in relevant fields are gladly accepted and published according to their merit and space at disposal.

#### 2. Guidelines for Authors

> Write concisely and simply, using simple sentences of short and medium length as far as practicable.

Manuscript should be submitted with a separate "title page" containing the title of the article, name(s) of author(s), address for communication and an e-mail address for quick correspondences. The title should be concise and informative.

The abstract should convey the purpose, methodology, findings and originality of the paper.

The abstract, preferably not exceeding 250 words, must be intelligible on its own without reference to the main text. Do not include anything in the abstract that is not covered in the paper.

At most Six-Ten keywords separated by commas should be included which will indicate the principal subjects covered by the paper. Keywords are to be placed immediately after the abstract.

A full-length research paper (preferably within 3000 words) should be typed with a left-hand margin of about 1" on one side only of white, A4 size, consecutively numbered sheets of paper and Composed in MS-Word (For English use Times New Roman Font and for Hindi use KrutiDev 010 Font)

Avoid using roman numerals. Headings for sections and sub sections should be in the following pattern: Sectional headings, sub-subheadings should be placed properly and also are to be numbered with decimal subdivisions (e.g. 3, 3.4, 3.4.1, .........) in Arabic numerals.

➤ Keep the number of tables to a minimum and make them as small and simple as possible. Avoid vertical lines in tables. Use double-spacing.

The bibliographic references should be given properly.

Follow the APA Style for references and cited work.

Finally all the references and citations should be ensure accuracy and completeness before submitting the manuscript.

➤ All crospondance related to the journal should be addressed to Email: listoday.bsla@gmail.com

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