

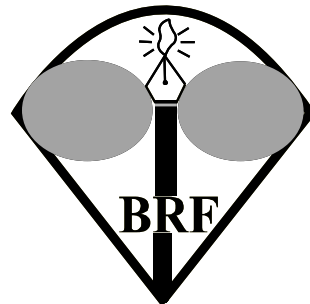
# **BANGLADESH RESEARCH FOUNDATION**

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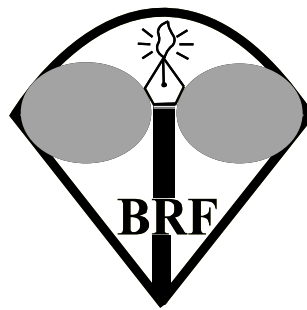
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**1. Text Range:**

From 6 to 16 pages (around 2000 to 6000 words approximately)  
including documentation

**2. Typing/Printing:**

Times New Roman

Font Size: Subheading 12, Text/References 11, Footnote/Endnote 10

Lines Justified at both left & right margin

Printed on one side of the paper

**3. Paper Size:**

A4 Size

**4. Margins:**

Top: 2.54 cm, Bottom: 2.54 cm, Left: 3.81 cm, Right: 3.81 cm

Gutter: 0, Gutter Position: Left

Header: 3.81 cm, Footer: 3.43 cm

½ inch indent at the first line of every paragraph

1 inch indents at both sides of the page for the set-off quotations (for more than 4 lines)

**5. Line Spacing:**

Single-space throughout the paper, including quotations, notes and references.

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Neither underlined, nor quotation-marked, or all-capitalized

No full-stop after any heading or title

Title (Font size 16) must be put under the top margin of the page.

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At the beginning of every article (150-250 words)

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