

Guide to Contributors

About PLAN PLUS

PLAN PLUS is a half-yearly peer-reviewed international journal of Urban and Rural Planning Discipline of Khulna University, Bangladesh. It publishes original research papers, review articles and short communications in the field of Planning, Development, Environment, Transportation, Geo-spatial analysis and planning techniques. PLAN PLUS is an established journal that publishes researches of contemporary knowledge and activities of international standard.

PLAN PLUS publishes a breadth of materials in the areas including

- Urban planning and management
- Planning policy and local-regional cooperation
- Geo-information
- Housing
- Transport
- Urban basic service delivery and infrastructure
- Climate change and disaster management
- Rural development
- Ecological and resource conservation
- Social policy
- Other relevant themes to urban and rural planning

For information on submitting manuscripts, please see the following sections.

Preparation of Manuscript

Manuscript should be typed on one side A4 size paper using 12 pt 'Times New Roman' font with wide margins (3.5 cm), and double spacing throughout except tables and references. Every page of the manuscript should be numbered at the bottom-centered position. The first page of the manuscript should include only the title, author's name(s) and full contact details of the author(s) including email and postal address, and telephone numbers. Professional and academic affiliations of all co-author(s) are required. These details should be presented separately to secure anonymity in the peer review process.

Main text of the paper/article should start from the second page starting with its title, abstract and keywords in the usual manner. All graphs, maps, photographs and figures should be presented in black and white. *Total words of the manuscripts should not exceed 10000 for research papers and review articles, and 2000 for short communications.*

PLAN PLUS sticks to the American Psychological Association (APA) reference style. Click on <http://www.bibme.org/citation-guide/apa/> to review the guidelines to ensure that the manuscript strictly follows the reference style.

Special Notes on Preparation of Manuscript

If the manuscript is the part of any thesis or official document(s), it must be mentioned in the footnote. If the author(s) of the manuscript is (are) not same as the author of the thesis or document, written permission of the author(s)/authority of the thesis/document must be submitted with the manuscript. The author(s) must give the copyright mandate of the manuscript to PLAN PLUS. Anyone who intends to use these materials must obtain the authorization from PLAN PLUS.

Submission of Manuscript(s)

PLAN PLUS highly encourages all authors to submit their manuscripts via the official email (planplus@ku.ac.bd) for further processing.

The submitted manuscript for Plan Plus journal should not be published elsewhere. The submitted paper should also provide the critical evaluation of the defined issues/subjects. More importantly, manuscript should contain sufficient data/arguments to produce acceptable results/conclusion. Manuscripts must be submitted by one of the authors of the manuscript, and should not be submitted by the arbitrary persons on their behalf. The author(s) must submit the "Manuscript Submission Form" along with the manuscript, which can be downloaded from www.urp.ku.ac.bd. Manuscript(s) will not be accepted for processing without this form (properly filled and signed).

Please prepare the manuscript(s) in MS word file (*.doc or *.docx). The total size of the MS word file should not exceed 10 MB. For the postal submission, author(s) needs to submit **04 copies** of the printed manuscripts (printed on one side of the A4 size paper) to the following address:

Chief Editor

PLAN PLUS

Urban and Rural Planning Discipline

Khulna University, Khulna-9208, Bangladesh

The author(s) must include a CD/DVD containing the manuscript in MS Word file. Manuscripts that do not meet the standard of presentation, language, and formatting have higher chance of rejection without any further editorial processing. If the paper is accepted, the author needs to resubmit the paper in a prescribed format along with the publication charges.

Publication Charge

Submission is free for all authors. However, there is a BDT 5,000 or USD 60 publication charge for the accepted paper after the successful review. Once accepted, the authors will be notified with the payment instruction.

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