

# **BIDS Discussion Paper Series**

## **Guidelines**

July 28, 2020

The aim of BIDS Discussion Paper Series is to publish and disseminate research outcomes of BIDS (Bangladesh Institute of Development Studies) researchers to the wider public, particularly policy community, and provide authors with a wide audience and the opportunity to receive extensive comments on their papers. Basically, the Series is expected to pave the way for academic journals or other forms of publication.

Moreover, it aims to deepen the understanding of policy-relevant questions and stimulate in-depth expert discussions by offering a more rigorous analysis of an issue under review. A discussion paper may be an output from an unsponsored research or an ongoing or a completed sponsored research study of BIDS addressing important research questions. Several discussion papers may be generated from a research study, if applicable. The modalities of BIDS discussion paper series are as follows:

1. All BIDS researchers are eligible to contribute to this Series.
2. Any person who has worked at BIDS as a research collaborator/consultant or any person who has worked as a BIDS Visiting Scholar/Fellow, Professorial Fellow or Post-doctoral Fellow may submit a paper for publication in the Series with their BIDS counterpart. A BIDS Visiting Scholar/Fellow, Professorial Fellow or Post-doctoral Fellow may also submit a sole-authored paper on which he/she has worked during his/her tenure at BIDS.
3. Papers already appeared as journal articles will not be eligible for publication. However, an unpublished research paper, which is under consideration/submission in a journal may be considered for publication as a discussion paper, if the author wishes to do so.
4. Manuscripts may be submitted and considered for publication at any time. BIDS researchers will submit their paper to the respective division chief. Division chief, BIDS Visiting Scholar/Fellow, Professorial Fellow or Post-doctoral Fellow (if not assigned to any division) will submit their paper directly to Director General, who will arrange a review and publication of the paper.
5. The paper will go through a quick internal review process. With respective division chief's review and recommendations, the manuscript shall be submitted to the Director General for approval. If (in case) the topic of the paper doesn't match with the expertise of the respective division chief, he/she might seek recommendations from an internal researcher having the expertise in the similar field. The division chief will complete the review process in one month from the date of submission.

6. The Series will only be published electronically, i.e. all discussion papers will be published in pdf format on BIDS website. An author can reproduce them by printing the paper at his/her own cost.
7. The Series will be numbered consecutively with mentioning the month and year. For example, No. XXXX/December 2020.
8. It is an author's responsibility to obtain permission for all copyrighted illustrations or other materials that appear in the paper. Any opinions expressed in the paper are those of the authors and do not necessarily represent those of BIDS.
9. Each manuscript should include (1) title page (i.e., author's name, affiliation, contact information, abstract- approximately 250 words, 4-5 keywords, and JEL classifications), (2) introduction, (3) literature review, (4) data and methodology, (5) results and discussion, (6) conclusion and policy recommendations, and (7) references and annexes. A sample cover page for the Discussion Paper Series is attached herewith.
10. The page format should be A4 and fonts will be Times New Roman with size 12pt and line spacing will be 1.5 lines. Length of the paper should be as the general length of an academic paper (about 15 to 30 pages) with words not exceeding 12000 (including references and annexes).
11. All the papers must be copy-edited before final publication. Publication Section of BIDS will take the responsibility of copy editing and publication of the BIDS Discussion Paper Series.

**BIDS DISCUSSION PAPER SERIES**

No. XXXXX/July 2020



**[Title of the Paper]**

**Name of Authors**

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Short bio of the authors and acknowledgments

Disclaimer: BIDS Discussion Paper aims to disseminate findings of research in progress in order to elicit comments and encourage debate. The views expressed in BIDS Discussion Papers are those of the author(s) and do not necessarily represent the views of the BIDS or the government of Bangladesh.

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