

## NSRD Public Magazine – Article Submission Guidelines

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### **1. General Scope**

#### **1.1 Area and Focus**

Articles must focus on rural development, livelihoods, sustainability, agriculture, environment, education, community empowerment, health, MSMEs, Entrepreneurship, Human Resource development, Community Leadership, and local innovations in Sri Lanka.

#### **1.2 General Public Readership**

Submissions should maintain an inclusive, factual, and neutral tone, suitable for a broad public readership.

#### **1.3 Equal Opportunity**

All 09 provinces in Sri Lanka will be given an equal chance to publish articles with quality dissemination of impactful content delivery.

#### **1.4 Fair selection procedure**

The Board of Directors will review all submitted articles, and publication is subject to their approval.

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## 2. Article Requirements

Length: 1,200 – 2,000 words (feature articles); 500 – 800 words (short articles/updates).

Language: English (with provision for translation into Sinhala and Tamil).

Sinhala font preference: Iskolapotha

Tamil font preference:

Spacing: 1.5 line spacing; justified alignment.

Headings: Use consistent heading levels (H1, H2, H3).

Style: Clear, accessible writing using widely adopted Public Newspaper Style (Lakehouse) (structured sub-headings, fact boxes, case studies, infographics, and side quotes).

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## 3. Formatting

File Types: Articles must be submitted in both MS Word (.docx) and PDF formats.

Font (English): Times New Roman, size 12 (for body text); Arial or Calibri for headings.

Sinhala font preference: Iskolapotha (eg., “උරුම සංවර්ධනය කෙරෙහි අපකැප් අදහස් සහ ක්වේසාවලි”)

Tamil font preference: Bamini (eg., “கிராம அபிவிருத்தி குறித்த எங்கள் கருத்துக்கள் மற்றும் செயல்பாடுகள்”)

Spacing: 1.5 line spacing; justified alignment.

Headings: Use consistent heading levels (H1, H2, H3).

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## 4. Images & Visuals

Format: JPEG or PNG, minimum 300 DPI resolution.

Size: At least 1200 pixels on the shorter side.

Credits: Each photo must include the photographer’s name, location, and a short caption (max. 30 words).

Permission: Authors are responsible for securing image rights.

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## 5. Referencing

Writer/ Author/ Reporter must mention the relevant Names, places, Dates, Times, Years, and due credits where necessary. Must adhere to the intellectual property rights.

If required: References must follow a consistent citation style (APA).

Include hyperlinks (where relevant) for the digital version. Internet, HTTP, WWW, Social media Platforms.

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## **6. Ethical & Editorial Policy**

Articles must avoid political bias, defamatory remarks, or culturally insensitive content.

All submissions will be fact-checked and copy-edited.

The Board of Directors reserves the right to accept, reject, or request revisions.

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## **7. Submission and Publication Process**

Email articles to: [nsrd@uwu.ac.lk](mailto:nsrd@uwu.ac.lk)

Subject line: “Submission – Public Magazine (NSRD Rural Development Summit)”

Important dates:

Opening for submission of Articles. d m y

Date of Closing, d m y

Acceptance Notice; d m y

Authors will be notified of acceptance within 4–6 weeks.

Date of Publication and Availability of Hard and E copies.

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