

## NOTIFICATION

Ref: JU-ODL/2025-26/A/DO0597

June 20, 2026

👉 **Share Your Success: Celebrate and shine on this stage! This is your chance to showcase the incredible work, achievements, and milestones of academic community!**

**Dear learners,**

The **Centre for Distance and Online Education (CDOE)** is gearing up to publish the next edition of our official newsletter, **VICHAR SANGAM**, covering the contributions from January 2026 to July 2026.

Have you ever read an interesting blog on LinkedIn, Medium or similar platforms? Whether you have curating thoughts, ideas or if you are a curated content writer, use this platform to showcase your talent by contributing your thoughts, expressions, ideas, blogs representing your domain area /areas of interest.

### 🌟 **What are we looking for?**

- Blogs (or) self-journal (or) short writings (or) your success stories (or) articles inclined to research
- Your accolades, fellowships, and recognitions received at state, national or international levels
- Your roles or milestones achieved in sports, cultural, competitions, workshops, seminars, and conferences
- Other noteworthy accomplishments

### 🕒 **Why wait? Mark your imprints**

Every groundbreaking blog post, short article, or competition win starts with a single decision to share it.

👉 **Google Form:** <https://forms.gle/nJsYrz1Uz5heTwAb7>

📅 **Last Date for Submission: July 19, 2026**

**Got Questions?** For any clarifications or further details, please feel free to reach out to [info.cde@jainuniversity.ac.in](mailto:info.cde@jainuniversity.ac.in)

🌟 Let's make this edition of VICHAR SANGAM our proudest one yet! 🌟

Regards



**Prof.N.Balasubramanya**

Deputy Director, CDOE

JAIN (Deemed-to-be University)

## GUIDELINES FOR SUBMISSION

### **Blogs/Self-Journal/Short Writings/Success Stories**

Number of words: Maximum 500 words

Theme: Any topic of your choice

Images: You can use appropriate images/illustrations (provide citations where ever is required)

#### **Example Blog:**

##### **7 Time Management Tips to Help You Master Productivity**

(Source: <https://www.briantracy.com/blog/time-management/time-management-tips/>)

This is only for providing you an example



Success in almost everything involves **time management**. It seems like there aren't enough hours in the day to get everything that you need to do accomplished, but if you want to achieve much more than others in a shorter amount of time, you must master time management and improve how you manage that time.

#### **What Is Time Management?**

Time management refers to how you schedule and organize your time for different activities. There are many different tools, and techniques to help you get more done in less time. Developing a tailored time management strategy can help you effectively organize tasks and increase productivity.

Good time management leads to personal productivity and success in all areas of your life.

It includes prioritizing the things you need to do, setting a time limit on certain projects or items, taking control of your calendar items, and effective techniques to manage your time wisely.

*(This is only for your understanding and reference)*

## Guidelines for Article Submissions

*Please carefully follow the guidelines below as you write. Any manuscripts not meeting these guidelines will be returned to the author(s) for correction, which can cause significant delays in the publication of your work.*

**Please ensure that your manuscript follows the word count requirements as follows:**

**Number of words: Maximum 2000 words**

**Theme: Any topic of your choice**

All manuscripts must

- be submitted in Microsoft Word
- be typed in English (or) Indian Languages

### Structure of Manuscript

- [Abstract](#)
  - [Introduction](#)
  - [Literature review](#)
  - [Methodology](#)
  - [Results & Discussion](#)
  - [Conclusion](#)
- [References](#)

### Manuscript Checklist

1. **General formatting.** Please format your article following APA 7th edition guidelines.
2. **Titles.** Titles may be no longer than 100 characters. Subtitles, if included, may be no longer than 50 characters.
  - Note that all titles must be entered in title case. To put a title in title case, the first letter of each word should be capitalized unless that word is a preposition (position words such as “by,” “to,” or “at”), conjunction (connecting words such as “and” or “but”), or article (“a,” “an,” or “the”) fewer than four letters long. The only exceptions to this rule are that the first and last words of the title or subtitle are always capitalized, even if they are articles, prepositions, or conjunctions.
  - Titles may not be written in all capital letters (e.g., "TITLE" is incorrect; "Title" is correct)
3. **Abstract (Executive Summary).** If any article includes an abstract, the word count limit is between 100 to 150 words, that provides the reader with an overview of the article. Please write abstracts in third person.
4. **Images.** All submitted images must follow the requirements outlined in [Image Formatting Guidelines](#). Any figures that do not meet these minimum specifications will be returned to the author(s) for correction. Please also note that it is the author's responsibility to obtain *permission* to use any image currently under copyright by a third party. Please see the image guide for more information.
  - **Figure Captions.** All images included in the article manuscript are to be accompanied by captions. These captions should briefly explain the image, study, results, etc. Figures should be numbered sequentially throughout the manuscript.

5. **Tables.** All tables included in any submitted research manuscript can remain in the document.
  - **Table Captions.** All tables included in the article manuscript are to be accompanied by captions. These captions should briefly explain the study, results, etc. Tables should also be numbered sequentially throughout the manuscript.
6. **Equations.** If a symbol or equation can be typed directly into Microsoft Word, please do so. Otherwise, we require using Math Type to format all equations. Authors can download a free trial version of Math Type here: <https://www.wiris.com/en/mathtype/>.
7. **APA citations.** Please ensure that all information in your manuscript that is taken from another source is substantiated with an in-text reference citation. The publisher will return your submission to you for correction if you do not properly format your references. For more information and examples on APA citations, please see [APA Citation Guidelines](#).