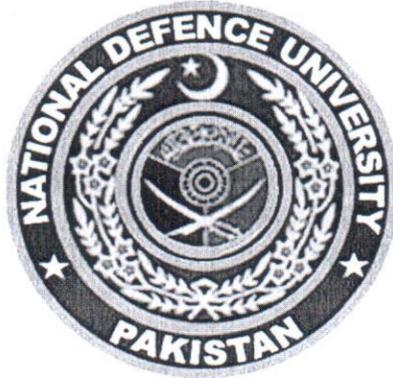


NATIONAL DEFENCE UNIVERSITY

ISLAMABAD



SOP – Best Research Articles and Book of the Year Award(s)

19 Mar, 2015

**STANDARD OPERATING PROCEDURE**  
**BEST RESEARCH ARTICLES AND BOOK OF THE YEAR AWARD(S)**  
**NATIONAL DEFENCE UNIVERSITY, ISLAMABAD**

1. **Introduction** The HEC guidelines about the research articles, published in the recognized journals of different categories (cat), are available on-line. This provides a basis for the assessment of research quality of the published articles, its degree of impact on the research paradigm and its extent of pushing the frontiers of knowledge. The category of journals and hence, the research publication appearing in these journals, ranges from 'W' to 'Z' cats, 'W' being the highest. All journals of cat 'W' for social sciences are international journals. These have further been graded according to their Impact Factor (IF). A journal with greater IF, signifies higher degree of originality in the research work, being more widely quoted/cited in contemporary research as an authority. Articles published in cat 'Z' of HEC recognized journal, barely conform to the minimum (min) standards of quality research and hence do not qualify for the 'Best Research Article of the Year' awards, because it will reflect very poorly on the NDU standards for quality research. In order to make accurate assessment on the quality of research articles, submitted for the "Best Research Article of the Year Award", 'Young Researcher of the Year Award' and "Best Book of the Year Award", following procedure is recommended and forms part of the NDU "Incentive Based Research Policy", after approval by the Competent Authority:-

2. **NDU "Best Research Article of the Year", NDU "Young Researcher of the Year Award"**

Following procedure may be adopted for selection of the best research articles published in different categories:-

a. **General Requirement:**

- (1) Minimum number of articles in the completion has to be equal to or more than 03, for either category.
- (2) Competitors for the young researcher must be less than 40 years of age on the last date of the academic year (1<sup>st</sup> September – 31<sup>st</sup> August next year).
- (3) Young researchers can join open competition for the 'Best Research Article' of the year award also, but same article will receive only one award.

b. **Articles Published in Impact Factor Journals (Cat 'W'):**

- (1) If there is only one IF foreign publication submitted in the competition, it should be preferred over those research articles published in lower cats 'X' and 'Y'.
- (2) If there are more than one IF foreign publications, then the research article with IF higher than the other(s), should be the winner.

c. **Articles Published in HEC Recognized Local Journals (Cat 'X' & 'Y')**

- (1) In case there are no research articles in cat 'W' then articles published in cat 'X' journal should be considered of higher quality than the others.
- (2) If there is no research article in cat 'W' and 'X', then articles published in cat 'Y' will be preferred for the said award.

d. **More than One Articles Competing in Cats 'W' or 'X' or 'Y', being Highest Cats**

There may be situations when number of competing research articles, in the highest available category 'W', 'X' or 'Y', is more than one and are in contention for the award. This will apply to, when two or more publications having exactly the same IF in case of cat 'W' or articles being in the same quality category in case of HEC recognized journals. The following procedure should be adopted to resolve the contention:-

- (1) To bring transparency to the best research paper award, the respective Dean should constitute and notify a committee of 03 x neutral experts from outside the university; having expertise in the research areas of these articles. They should be formally requested to give their considered decision on the Best Research Articles, based on the quality of research. The decision of the committee shall be final and the same may be forwarded to the office of the Director QEC for further processing.
- (2) The Dean may propose rate of honorarium for these 03 x referees, for making assessment, which will have to be submitted to the competent authority for approval.

3. **Best Book Award For the Year:** In order to promote excellence in the publication of quality book(s) by the Faculty Members/RAs/Students/Staff of NDU, following procedure for the '**Best Book of the Year Award**' may be adopted:-

- a. The definition of the book with regards to the numbers of pages etc, will be same as given in "Incentive Based Research Policy" ([http://10.10.10.120/ndu\\_google/sops.html](http://10.10.10.120/ndu_google/sops.html)).
- b. A book clearly marked as an MPhil / PhD thesis, for which respective degree has been awarded already, is not eligible for the competition. This criteria is also followed by HEC for its annual best book award.
- c. Ideally the book should be on a topic of contemporary research or an anthology on a similar topic highlighting progression of research developments taking place over the years in the focused area.
- d. A committee of 03 x neutral experts from outside the university, with expertise in the subject areas covered in the books, should be constituted / notified by the Dean.
- e. Copies of the competing books should be sent to the committee with a formal request to evaluate them for the '**Best Book of the Year Award**'. They will submit their final decision / report within 01 x month from the date of their 1<sup>st</sup> meeting or receipt of books for evaluation, whichever is earlier.
- f. The decision of the committee shall be final. The Dean will send the final report, received from the committee, to the office of the Director QEC for further processing.
- g. The Dean may propose rate of honorarium for these 03 x referees which will have to be submitted for approval, to the CA.

  
Director QEC

(Prof Dr. Mohammad Riaz)