

Memo No: AdtU/R/2026-27/Aug/10/016

Date: 10/08/2026

CIRCULAR

Establishment of Assam down town University Publication Hub (AdtU PubHub)

In pursuance of Assam down town University's commitment to strengthening its research ecosystem and enhancing the quality and impact of scholarly publications, the University has established the **Assam down town University Publication Hub (AdtU PubHub)** as a central research publication support facility. The **AdtU PubHub's** main aim is to provide comprehensive technical, editorial, analytical, and publication support to faculty members, research scholars, and postgraduate students for publishing high-quality research papers in reputed peer-reviewed and Scopus-indexed journals.

All faculty members, research scholars, and postgraduate students are encouraged to avail themselves of the services offered by the **AdtU PubHub** to enhance the quality, visibility, and impact of their research publications. The **AdtU PubHub** shall provide professional support throughout the manuscript development and publication process, including statistical analysis and research methodology support; scientific graphic design and data visualization; scientific content writing and native English language editing; ethical and responsible use of Artificial Intelligence (AI) tools for research and academic writing; journal identification and selection; manuscript formatting; reference management; publication ethics; plagiarism compliance; and manuscript submission support.

In addition to publication support services, the **AdtU PubHub** shall periodically organize capacity-building programmes, workshops, faculty development programmes, and hands-on training on research methodology, scientific writing, publication ethics, research analytics, and emerging research technologies. These initiatives are intended to foster a vibrant research culture, strengthen research publication competencies, and further enhance the quality and global visibility of the University's scholarly output. The **AdtU PubHub** is presently functioning from **Room No. A-313, A-Block**.



ASSAM
down town
UNIVERSITY

NAAC A+ Accredited & UGC 12(B) Status Holder

Assam down town University

Established Vide The Assam Act. No. VIII of 2010, Gazette No. LGL.9/2010/11

Promoted by: **C**down town
Charity Trust

A detailed Standard Operating Procedure (SOP) governing the functioning and services of the **AdtU PubHub** shall be notified separately at the earliest.

Issued with due approval of competent authority.

(Dr. Ashim Barman)
Registrar,
Assam down town University.

Copy for favour of their information to:

1. Executive Secretary to Chancellor, AdtU
2. Asst. Manager- Office of Vice Chancellor, AdtU
3. P.A. to Pro-Vice Chancellor, AdtU
4. P.S. to Dean of Studies, AdtU
5. P.A. to Managing Trustee, dtCT
6. P.A. to Resident Trustee, dtCT
7. **Chairperson/Dean/Director/Associate Dean/ HoD (For circulation)**
8. Office of the Controller of Examinations, AdtU
9. All Officers (Admin/Academic/IT/Accounts/Admission/Marketing/Legal/
Placement/Library/CLPPD/IQAC)
10. HR Office
11. **Notice Boards/Message Desk (For display)**
12. Office file (for record)

