**TEMPLATE FOR SENDING PUBLICATION BRIEF TO SITE4Society**

Fill up following template as a word file. Send it to site4society@merit.unu.edu along with a photo of yourself and any photos to illustrate the publication brief.

**Title of brief**

**Name of Author & Institutional Affiliation of author & email id**

**Related to which Sustainable Development Goals (SDGs) and National Programmes** of country concerned as:  #SDGx (full name) # National Mission acronym (full name)

Example: #SDG3 (Good Health and Well Being)  #SBM (Swachh Bharat Abhiyan) for India

**Country Focus**: This can be a country, a region, for other regional identities like High Income countries, Developing countries, Emerging countries etc.

**SITE Focus:** Which of the following areas do your brief touch upon: Science, Innovation, Infrastructure, Technology, Engagement, Entrepreneurship, Environment, Governance of any of the above

**Sub-disciplines** of science/social science/humanities: Please name them.

**Based on**: Give the reference of the article, book chapter, book, conference presentation – with full names of co-authors. Give the url link whenever possible.

**Research Output Description (Between 1000 to 1500 words)**

**Context:** What is the context being studied? What is the situation or problem?

**Research Questions:** State the questions. Do not consider more than two or maximum three.

**Motivation for Research Questions:** What makes these questions relevant? What makes them a puzzle? What makes them pertinent to citizens and policy makers? You have to be convincing. You have to explain why your research matters.

**Data and Methodology Used:**

**Main findings:** State them according to order of priority. State them simply and understandably. Avoid jargon. Imagine you are explaining them to your grandmother.

**Policy Recommendations:**State them according to order of priority. Make them as concrete as possible. To do this – imagine you are the Minister who has the power to make the necessary changes – what would you do? That said, please refrain from writing any utopian, personal or ideological desires! Your recommendations should be pragmatic and doable.

**The research description and findings should be at most 1500 words.**Thus, it will not be possible to go into detail of all parts of your research publication. Do as you see fit. The language should be simple, to the point, avoiding acronyms, avoiding jargon, and yet rigorous and comprehensive.

**Incomplete briefs or those that do not conform to the above norms may either be rejected or returned for revision.**