

## Instructions to Authors to Prepare Manuscripts

Types of papers submitted : original articles, reviews, or case reports, Disease pattern, Cost effectiveness/Yield/Medical economics, General Practitioners' section, Symptoms and signs/obsolete, evergreen and new etc.

### Preparation of Manuscript

Type on only one side of the paper. Use double spacing throughout, including title page, abstract, text, acknowledgements, references, tablets, and legends for illustrations. Begin each of the sections on separate pages. Type the page number in the upper or lower right hand corner of each page.

### Title Page

The title page should carry (a) the title of the article, which should be concise but informative, first name, middle initial and last name of each author, with highest academic degrees(s) and institutional affiliation(s) name of department(s) and institution(s) to which the work should be attributed, name and address of author responsible for correspondence, about the manuscript source(s) of support in the form of grants, equipment, drugs or all of these.

### Abstract

It should not be of more than 150 words.

### Text

The text of observation and experimental article is usually but not necessarily - divided into sections with the headings Introduction, Methods, Results and Discussion.

Do not use patient's names, initials, or hospital numbers, especially in any illustrative material.

Restrict tables and figures to those needed

to explain the argument of the paper and to assess its support. Do not repeat in the text all the data in the Tables or Illustrations. Emphasise the new and important aspects of the study and the conclusions that follow from them.

### Tables

Type each Table double spaced on a separate sheet. Number tables consecutively in the order of their first citation in the text and supply a brief title for each. Give each column a short or abbreviated heading. Place explanatory matter in footnotes. Do not use internal horizontal and vertical rules. If you use data from another source obtain permission and acknowledge fully.

### Illustrations

Submit the required number of complete set of figures. Figures should be professionally drawn and photographed. Sharp, glossy black and white photographic prints, usually 5 x 7 cms. Titles and detailed explanations belongs in the legends for illustrations, not on the illustrations themselves.

Each figure should have a label pasted on its back indicating the number of the figure, author's name, and top of the figure, symbols, arrows, or letters used in the photomicrographs should contrast with the background. If photographs of persons are used either the subjects must not be identifiable or their pictures must be accompanied by written permission to use the photograph.

For illustrations in colour, positive consecutive transparencies, colour prints should be sent. *The colour printing may be charged.*

### **Abbreviations and Symbols**

Use only standard abbreviations. Avoid abbreviations in the title and abstract. The full term for which an abbreviation stands should precede its first use in the text.

### **Acknowledgements**

Technical help should be acknowledged in a paragraph separate from those acknowledging other contributions.

### **References**

We follow Vancouver format for bibliographical references.

Number references consecutively in the order in which they are first mentioned in the text. Identify references in text, tables and legends. Use the style of the example below.

#### ***Examples of Correct Forms of Reference Articles in Journal***

Standard Journal article list all authors, but if the number exceeds three give three authors followed by *et al.*)

You CH, Lee KY, Chey RY, *et al.* Electrogastrographic study of patients with unexplained nausea, bloating and vomiting. *Gastroenterology* Aug. 1980; 79 (2) : 311-4.

#### ***Books and monographs***

##### *Personal authors*

Colson JH, Armour WJ. Sports injuries and their treatment. 2nd reved. London: S Paul. 1986.

##### *Editor(s) compiler as author*

Diener HC, Wilkinson M. editors. Drug-induced headache. New York Springer-

Verlag. 1988.

##### *Chapter in a book*

Weinstein L, Swarkz MN. Pathologic properties of invading microorganisms. In : Sodeman WA Jr. Sodemen WA editors. Pathologic Physiology : mechanisms of disease. Philadelphia : WB Saunders, 1974; 45-52.

##### ***Conference proceedings***

Vivian VL, editor. Child abuse and neglect; a medical community response. Proceedings of the first AMA National Conference on Child Abuse and Neglect: 1984 Mar 30-31; Chicago. Chicago; American Medical Association. 1985.

##### ***Dissertation***

Youssef NM. School adjustment of children with congenital heart disease (dissertation). Pittsburgh (PA): Univ of Pittsburgh. 1988.

##### ***Submission of Manuscripts***

**Mail three sets of manuscript copies and three sets of figures with Legends on separate paper in a heavy paper envelope alongwith the CD. Place photographs and transparencies and CD in a separate heavy paper envelope.**

Manuscripts must be accompanied by a covering letter signed by all the co-authors. A statement that the manuscript has been read and approved by all authors, and that the requirements for authorship as previously stated in this document have been met, the name address, and telephone number of the corresponding author, who is responsible for communicating with the other authors about revisions and final approval of the proofs.