

## Author Guidelines

The journal accepts manuscripts from members only. Both the corresponding author and the first author (if not the same) should be members of the society. Authors are required to indicate their membership/Subscription number at the time of submission of the manuscript. Membership form available in this issue can be used for application, (also available on the [http://kiran.nic.in/pdf/IJHF/IAHF\\_Membership\\_Application\\_Form.pdf](http://kiran.nic.in/pdf/IJHF/IAHF_Membership_Application_Form.pdf)).

### 1. Submission of manuscript:

Submission of a manuscript automatically implies that the submitted work has not been published earlier; that it is not under consideration for publication anywhere else; that its publication has been approved by all co-authors, if any, as well as by the appropriate authorities at the institute/organization where the work has been carried out. The publisher will not be responsible for any conflict of interest, violation of rules or norms or any compensation claim. Authors wishing to include portions (text, fig. etc.) from already published material are required to obtain permission from the copyright owner(s) for both the print and online format and to submit evidence that such permission has been granted while submitting their papers. Any material received without such evidence shall be assumed to have originated from the authors.

Original manuscripts should not exceed 15 typed pages (including tables and references but excluding figures and legends) while short notes should not exceed 10 typed pages including all. **Submission of electronic copy to chiefeditor.ijhf@gmail.com is mandatory.** Authors will be informed electronically about the reviewer's decision. Articles submitted via email may not be processed. The manuscript should contain sections 'Introduction', 'Materials and methods', 'Results', 'Discussion' and 'References'. The author(s) may combine the 'Results' and 'Discussion' sections together if they wish so. Discussion should contain a paragraph summarizing the major findings of the article, drawing some conclusion and indicating way forward. An 'Abstract' and a list of key words should be provided. Abstract and key words are not required for short communications and results and discussions should be combined. Articles selected for short communications should not contain more than twelve references, one table, one figure, and should not exceed three typed pages including tables and figures.

Prospective authors willing to contribute review articles may provide a short outline (one or two pages) of the proposed review. The general instructions for authors are same for authors of review articles for all technical aspects of manuscript preparation. The "Materials and methods" and "Results" sections are not needed, but an introduction to the subject and informative headings for all sections are required.

Manuscripts that are accepted for publication will be checked by the editors for spelling and style of format.

However, this may not be enough. We encourage authors to get their manuscript checked by some of their colleagues or a professional language editor prior to submission. A clear and concise manuscript helps editors and reviewers to properly evaluate manuscript. A manuscript with too many errors in language may be rejected without review.

### 2. Peer Review Process

All manuscripts are reviewed by an editor and/or members of the Editorial Board to assess whether the manuscript is fit for outside review. Generally, manuscripts are sent to two reviewers, and if required, to a third reviewer. Decisions will be made as rapidly as possible, and the journal strives to return reviewers' comments to authors within 6-8 weeks. Manuscripts sent to authors for revision should be returned within 2 weeks. Best efforts are made to publish manuscripts online within 12 weeks after acceptance.

### 3. Format of the manuscript:

#### 3a. Title Page

The title page should include:

The name(s) of the author(s)

A concise but informative title

The affiliation(s) and address (es) of the author(s)

The e-mail address, telephone and fax numbers of the corresponding author

#### 3b. Abstract

Abstract should not be more than 250 words. The abstract should be self contained and must provide a clear picture of the manuscript including conclusion and recommendation, if any. It should not contain any undefined abbreviations or unspecified references. For short notes please provide a summary.

#### 3c. Keywords

Please provide 4 to 6 keywords which can be used for indexing purposes. If possible, avoid the words used in the title.

#### 3d. Text Formatting

Manuscripts should be submitted in MS Word.

- Use a normal, plain font (e.g., 11-point Aparajita) for text.
- Use italics for emphasis.
- Use the automatic page numbering function to number the pages.

- Use line numbering except in the title page.
- Do not use field functions.
- Use tab stops for indents, not the space bar.
- Use the table function, not spreadsheets, to make tables.
- Use the equation editor for equations.
- Genus and species names should be in italics.

### 3e. Headings

A maximum of three levels of headings can be used

### 3f. Abbreviations

Abbreviations should be defined at the first instance and used consistently thereafter.

### 3g. Footnotes

Footnotes can be used to give additional information, which may include the citation of a reference included in the reference list. They should not consist solely of a reference citation, and they should never include the bibliographic details of a reference. They should also not contain any figures or tables.

Footnotes to the text are numbered consecutively; those to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data). Footnotes to the title or the authors of the article are not given reference symbols.

Always use footnotes instead of endnotes.

### 2h. Acknowledgments

Acknowledgments of people, grants, funds, etc. should be placed in a separate section before the reference list. The names of funding organizations should be written in full. The author(s) is/are responsible for any inclusion or omission.

## 4. Citation:

Cite references in the text by name and year in parentheses. Some examples are:

TDZ is a potential hormone for shoot induction (Robert 1990).

This finding has been further supported by Janes and Kin (2001).

Path analysis has been reported by several researchers (Dutta 1995; Sarma *et al.*, 1999; Sarma and Abhram 1993, Singh 2005, 2007, Chowdhury 2000a, Peterson 200a,b).

### 4a. List of references

The list of references should only include published or accepted works that are cited in the text. Personal communications and unpublished works should only be mentioned in the text. Do not use footnotes or endnotes as a substitute for a reference list. Reference list entries should be alphabetized by the last names of the first author of each work.

Examples :

Journal article

### **Journal article**

Sarma BK, Das G, and G Sahay (2005) Effect of low temperature on growth of ricebean. *Theoretical and Applied Genetics* 35: 405-412 (or only the doi - 105:731-738. doi: 10.1007/s00421-008-0955-8)

Please give names of all authors. Use of et al. in the list is not accepted when the number of authors are more than three.

### **Article by DOI**

Das JG and ML Singh (2000) Application of TDZ as a herbicide. *Journal of Agricultural Science* doi:10.1007/s001090000086

### **Book**

Sarma BK and A Pattanayak (2009) Rice in North\_East India. Pragati, Guwahati

### **Book chapter**

Ogura H (1990) Chromosome variation in plant culture. In: YPS Bajaj (ed) *Biotechnology in Agriculture and Forestry*, Vol 2: Somaclonal variation in crop improvement I, Springer, Berlin, Heidelberg, New York, pp 49-84

Taylor PWJ, Fraser TA, Ko HL, and RJ Henry (1995) RAPD analysis of sugarcane during tissue culture. In: Terzi M, Cella R and A Falarigna (eds) *Current issues in plant molecular and cellular biology*. Kluwer Academic, Dordrecht, The Netherlands, pp 241-245

### **Online document**

Gupta NL (2008) Pig breeding for sustainable income. ICAR Complex Knowledge Repository. [www.icarneh.ernet.in/kiran/16/pig.html](http://www.icarneh.ernet.in/kiran/16/pig.html); Accessed 15 January 2010

### **Dissertation**

Phukeri K (2011) Path analysis in rice. Dissertation, Central Agricultural University, Imphal, India

Always use the standard abbreviation of a journal's name according to the ISSN List of Title Word Abbreviations; Please see [www.issn.org/2-22661-LTWA-online.php](http://www.issn.org/2-22661-LTWA-online.php)

## 5. Tables:

Please keep the number of tables to minimum.

A single table should not exceed one full page (A4).

All tables are to be numbered using Arabic numerals.

Tables should invariably be cited in text in numerical order.

For each table, please provide a table title explaining the content of the table.

Source of Tables from a previously published material should be mentioned at the footnote. Footnotes to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data) and included beneath the table body.

## 6. Photograph and artwork:

Individual figures (plates or artwork) should not exceed one page. Please submit originals of all of your artwork – photographs, line drawings, etc. wherever possible. Electronic copy of all figures and drawings is a must.

All figures are to be numbered using Arabic numerals.

Figures should invariably be cited in text in numerical order.

Figure parts should be denoted by lowercase letters (a, b, c, etc.).

#### **7. Figure legends:**

- Each figure should have a concise legend describing accurately what the figure depicts. Include the captions in the manuscript file and not in the figure file.
- Figure captions begin with the term Fig. in bold type, followed by the figure number, also in bold type.
- Use full stop after the number and at the end of the caption.
- Legend of graph/chart should not be less than 10 pt.
- Identify already published material by giving the original source at the end of the figure caption. The source should be cited in the same way as in the list of references.

#### **8. Acknowledgements / conflict of interest:**

All benefits in any form from a commercial party related directly or indirectly to the subject of the submitted manuscript or any of the authors must be acknowledged. For each source of funds, both the name of the funding agency and the grant number should be given. This should be included in the acknowledgement. If no conflict exists, authors should state: The authors declare that they have no conflict of interest within themselves and others including the funding agency and the agency where the research was carried out.

#### **9. After acceptance:**

Upon acceptance, intimation will be sent to the corresponding author.

#### **10. Publication norms:**

##### **10a. Copyright transfer**

Submission of a manuscript implies that when the manuscript is accepted for publication, the authors agree to automatically transfer of the copyright to the publisher (or grant the Publisher exclusive publication and dissemination rights). The Indian Association of Hill Farming (IAHF), as the publisher, has the right to enter into any agreement with any organization in India or abroad engaged in reprography, photocopying, storage and dissemination of information contained in these journals. The IAHF has no objection in using the material, provided the information is being utilized for academic purpose but not for commercial use. Due credit line should be given to IAHF where information will be utilized.

##### **10b. Offprints**

Offprints can be ordered by the corresponding author. Free offprints are not provided.

##### **10c. Color illustrations**

Online publication of color illustrations is free of charge. In the print version, colour printing is charged to the authors.

##### **10d. Proof reading**

Proof (electronic) will be provided for checking typesetting or conversion errors, completeness and accuracy of the text, tables and figures. Major / long changes in the text or figures are not accepted. Corrections may be indicated as comments on the body of the proof or may be sent as a separate document file indicating page, section and line number where the correction should be introduced. After online publication, further changes can only be made in the form of an Erratum, which will be hyperlinked to the article.

##### **10e. Online First**

The article will be published online after receipt of the corrected proofs. This is the official first publication. After release of the volume (either electronic or print), the paper can also be cited by issue and page numbers.

##### **10f. Open Access Policy**

IJHF will be published freely online. Authors can freely download the PDF file from which they can print unlimited copies of their articles. Members may register and obtain login details. Individual articles can be downloaded by non-members on payment basis, if any.

#### **11. Ethics Policy:**

The publication of an article in a peer-reviewed journal is an essential building block in the development of a coherent and respected network of knowledge. It is a direct reflection of the quality of work of the authors and the institutions that support them. Peer-reviewed articles support and embody the scientific method. It is therefore important to agree upon standards of expected ethical behavior. Find information about how to publish ethically under the "Ethics" topic on Elsevier Researcher Academy. The topics to consider for ethics when publishing are:

1. Authorship of the paper
2. Originality and plagiarism
3. Data access and retention
4. Multiple, or concurrent publication of same results
5. Proper acknowledgment
6. Disclosure and conflicts of interest, if any
7. Resulting in fundamental errors in published works
8. Statements of compliance if the work involves chemical, procedures or equipment that have any unusual hazards inherent in their use, or if it involves the use of animal or human subjects, and
9. Studies on patients or volunteers require ethics committee approval and informed consent, which should be documented in the paper.

#### **12. Website for more information about journal and online submission:**

1. <http://epubs.icar.org.in/ejournal/index.php/IJHF>
2. <http://kiran.nic.in/IAHF%20html/Archive.html>
3. <https://iahfsite.wordpress.com>

