

# INDIAN JOURNAL OF APPLIED-BASIC

## MEDICAL SCIENCES

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### INDIAN JOURNAL OF APPLIED-BASIC MEDICAL SCIENCES

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## **REVIEW PROCEDURE**

### **Section A**

#### **REVIEW PROCEDURE**

Corresponding author is an author who submits the paper to the journal.

Our journal accepts only original articles by email, CD, Pen-drive as well as in print format. The editorial committee assesses the original articles, composition, and corresponds Journal's Author Guidelines as mentioned below to make sure it fulfills the basic requirements of the journal. It also includes various sections and sub-sections as per the recommendation of the International Committee of Medical Journal Editors (ICMJE). The journal is a member of ICMJE, the editorial board tries to follow the guideline of ICMJE, and whenever any dispute refers to the [www.icmje.org](http://www.icmje.org).

First, the Editor-in-Chief verifies that the paper is appropriate for the journal and is sufficiently original and interesting. If not, the paper may be rejected without being reviewed any further. If the article is meaning in context to journal policy, the Editor-in-Chief assigns reviewer or reviewers. The editor sends invitations to the reviewer who he or she believes would be appropriate reviewers as topics and areas of interest to **TITLE OF ORIGINAL ARTICLE**.

Usually, one expert reviewer in his/her area of interest is adequate to consider but if the Editor-in-chief thinks, he or she can ask for other's opinions. Potential reviewers are invited according to their expertise, conflicts of interest, and availability. If one of the reviewers refuses to accept the assignment, then in such cases, they might also suggest other reviewers.

The name of the author is removed to avoid bias while sending an article for peer-reviewing. The reviewer sets time aside to read and analyze the paper several times. The first read is used to form an initial impression of the work. If major mistakes are found, the reviewer is allowed to reject the paper without any further work. Otherwise, they will study the paper further, taking notes to build a detailed account of the review.

Lastly, the review is submitted to the journal office via email or letter with a recommendation to accept/reject it or with a request for revision or needful reconstruction/clarification. The Journal editor evaluates and considers the reviews and makes an appropriate decision.

The decision is communicated with the corresponding author via email or by letter including any relevant reviewer comments and recommendations.

If *accepted*, the paper is sent to printing production.

If the article is *rejected*, it is sent back to the corresponding author.

If the reviewers remark for either major or minor *revision*, the editor sends constructive comments to the author to improve the article. In such a case, the editor also communicates with the reviewer to clarify the revision so that editor gives proper feedback to authors for necessary revision and reconstruction of the original article.

Reference, [www.wiley.com](http://www.wiley.com)

**Section B,**  
**INSTRUCTION TO AUTHORS**

Indian Journal of Applied-Basic Medical Sciences (IJABMS) is as a member of ICMJE and has adopted the “Uniform Requirements for Manuscripts (URM) submitted to Biomedical Journals” for its review and publication process. One can refer this on Internet at [www.icmje.org](http://www.icmje.org), or our website [www.themedicalacademy.in](http://www.themedicalacademy.in)

Indian Journal of Applied-Basic Medical Sciences (IJABMS) welcomes original articles, original review articles, case reports, and short communications of interest to medical fraternity.

Articles are accepted in English language.

Articles are accepted on condition that these are submitted to **INDIAN JOURNAL OF APPLIED-BASIC MEDICAL SCIENCES** and are not submitted elsewhere for publication. The editors reserve the right to reject or edit any article. Articles accepted will be the sole property of the journal and all copyrights will be in the name of **IJABMS**. The article must be submitted with Submission Form, which is printed in this memorandum of journal

IJABMS is as a member of ICMJE and has adopted the “Uniform Requirements for Manuscripts (URM) submitted to Biomedical Journals” for its review and publication process. One can refer this on Internet at [www.icmje.org](http://www.icmje.org), or our website [www.themedicalacademy.in](http://www.themedicalacademy.in)

**SUBMISSION OF MANUSCRIPT:**

The manuscript should be submitted to the editor through e-mail or CD/DVD/Pen-drive prepared in Microsoft Word format (.doc or .docx). The manuscript should be submitted online either to [ijabms@gmail.com](mailto:ijabms@gmail.com) or [soham2007@yahoo.com](mailto:soham2007@yahoo.com). However, 2 printed copies on A-4 size paper of the manuscript should also be sent. Out of that one should be without name(s) of the author(s) and institute.

### **PREPARATION OF MANUSCRIPT:**

Manuscript must be written in clear and concise English. Either British or American spelling is acceptable.

### **MANUSCRIPT FORMAT:**

It should be drafted in Microsoft word format (.doc or .docx) on A-4 Size paper with double spacing.

Font Type: Arial, Times New Roman or Helvetica

Font size: 12

### **CATEGORIES OF MANUSCRIPT:**

- Review Article:  
Abstract up to 250 words; Up to 4000 words, excluding 50 references
- Original Article:  
Abstract up to 250 words; Up to 3000 words, excluding 20 references
- Case report & Brief Communication:  
Up to 1000 words, excluding abstract limited to 150 words.
- Letter to Editor:  
Up to 500 words and 5 references

### **Title Page:**

This should include the following:

- Title of the article: Concise and informative
- Mention the category of manuscript such as case report, original article or short communication etc.
- Name of all Authors: Author's Full name, Affiliation: Department, Institution, City, Pin-code And Country.
- Name, Mailing address, phone number and e-mail ID of corresponding author

### **Abstract:**

For full research paper, the abstract should be structured into four components such as Background & objectives, Methods, Results, and Interpretation & conclusion. Use only standard abbreviations.

### **Key words:**

Provide maximum 3 key words separated by coma.

## **Research Paper:**

This should have structured into following subheadings,

1. Introduction,
2. Material and Methods,
3. Results,
4. Discussion,
5. Conclusion,
6. Acknowledgements (if any),
7. Funding and Conflict of Interest
8. References

The author should mention about whether oral written consent from the subject has taken. Mention whether approvals of Institute Research Council and Ethics Committees were obtained prior to commencement of the study.

Only standard abbreviations should be used and should be preceded by the full form on its first appearance. Generic name of the drugs are preferred to the trade names.

## **Tables, Figures and Illustrations:**

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Each table and figure should be typed on separate page. Number the tables consecutively and provide a brief title for each. Do not submit tables as photographs. Please make sure each table is cited within the text, e.g. (Table 3).

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Each figure should have a label properly. If photographs of persons are used, either the subjects must not be identifiable or their picture must be accompanied by a written permission to use the photograph. Figures have to send as soft copies, they should be submitted as separate JPEG or PDF files. Photographs should be glossy, clear and should be marked at the back with pencil containing name of the article and author(s) and should indicate the top of the figure by an arrow. Color prints can be made at the author's expense. Legends should be typed on a separate page.

### **References:**

Reference number should be in the numerical order in which they are first cited in the text as Vancouver style. It should be written in superscript and not in parenthesis.

## **Reprints:**

All authors will receive two complimentary copies of the Journal.

## **Section C**

### **Mandatory Submission Form**

Title of article: \_\_\_\_\_

Specification: Case Report / Original Article / Review Article / Short Communication / \_\_\_\_\_

Key Words: \_\_\_\_\_

Conflict of interest: \_\_\_\_\_

#### **A signature below certifies compliance with the following statements:**

Name of the authors, their designations and affiliation with institute or organization and their contribution

- 1.
- 2.
- 3.
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- 5.

Author's Responsibilities:

I attest that:

1. The manuscript is original work/compilation work, without fabrication, plagiarism, or fraud;
2. The manuscript is not currently under consideration elsewhere and the research reported will not be submitted for publication elsewhere unless a final decision is made by journal that the manuscript is not acceptable;
3. I have made a significant scientific contribution to the study;
4. I have read the complete manuscript and take responsibility for the content and completeness of the final submitted manuscript and understand that if the manuscript, or part of the manuscript is found to be faulty or fraudulent, I share responsibility;
5. No Objection Certificate from the Institute / hospital is mandatory, along with the article sent for the publication with signature of each author not more than 6 authors.

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