

NEPALESE VETERINARY JOURNAL (NVJ)
Official Journal of Nepal Veterinary Association

Guide to Authors*

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* Subject to continuous improvement for quality assurance of Nepalese Veterinary Journal

About NVJ

Nepalese Veterinary Journal (NVJ) is the peer-reviewed official journal of Nepal Veterinary Association (NVA). The first volume of NVJ was published in 1972 with name "Bulletin of **Veterinary Science and Animal Husbandry**" till the publication of its 26th volume in year 2000. The journal **got its present name since its 26th volume in 2003 as decided by NVA.** . Volume 30 of NVJ was published in year 2012.

Nepalese Veterinary Journal publishes original work pertaining to the broad area of veterinary science, reviews, the results of original research, investigation and observations, progress reports, news and letters which may lead to improved health and productivity of livestock and overall welfare of animal impacting human health as well as environment in Nepal and around the globe. The articles based on the work carried out in Nepal are preferred, however relevant papers from outside are also accepted.

Audience

NVJ is available in printed and online form. Readers with different backgrounds in Nepal and abroad read and refer NVJ. The audience of the journal is increasing after its availability online at NVA website, www.nva.org.np. NVA is trying to make available all earlier volumes of NVA online. NVA make available printed volume of NVJ on request.

Geography of origin

NVJ covers most of the articles based on original research and study in Nepal and in field of animal health, management and marketing; animal origin products; policies related to health and well-being of animal and human; and animal and environment interaction. Nepal, being a country of high mountains with diversified geographical terrain, avail opportunity for unique study in field of veterinary science and animal husbandry. NVJ publishes such unique study and research.

Abstracting and Indexing

NVJ is registered for indexing in Nepal. NVA, the publishing organization for NVJ is thinking to make it available for abstracting by internationally known agencies. NVJ is available online in NVA website.

Editorial Board

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Peer Reviewer

Members of Nepal Veterinary Association having expertise in different fields form the roster of peer reviewer. The authors can include the name and contact details of three to four potential reviewers for their manuscripts, wherever applicable.

Instructions to Authors

Manuscript preparation

Only original manuscript is published in NVJ. The Editorial Board accepts papers on the understanding that they have not been published elsewhere. Rejected manuscripts are not returned to authors.

Format

Manuscripts (including footnotes, references, figure legends, and tables) should be prepared with the following attributes by using Microsoft word 7.0 or latter version .

- Page size: 8.5 X 11-inch (or A4)
- Double-space typed
- Font: 12-point Times New Roman
- Margins: 1-inch (2.5-cm)
- Page justification: Left

Any submitted paper not meeting this requirement will be returned back to author for correction and resubmission before bringing into notice to editorial team.

Organization and contents

Manuscripts should be organized as follows:

1. Title page
2. Abstract
3. Text
4. Acknowledgements
5. References
6. Tables
7. Figures

Each part should begin on a new page.

Title page

This page must include

-title of the paper

- Name of authors: Full Name of the authors. Authors name must be marked by numbers in the order that will appear in paper. Please put the highest degree earned by each author after their name..

- Institutional affiliation of the authors with their corresponding address. Indicate their designation while doing the study or research.

- Name and detail corresponding address including current email address and telephone number of the corresponding author

Structured abstract

- The actual article will start from page 2. You may put the title of article and authors. . This page will start with abstract. An abstract of about around 250words (maximum 500 words) succinctly including the objectives, methodology, findings and conclusion of articles should be provided. It should be intelligible without reference to the rest of the article. Avoid using the text from main content of article for abstract. References should be avoided and only standard abbreviations should be used. .
- **Key words:** Mention up to ten keywords or short phrases after abstract in alphabetical order which are not mentioned in the title. Keywords are useful while indexing articles.

Text

Research article or original articles

The text should include background, introduction, objectives, materials and methods, results, discussion, and conclusions.

Introduction may contain a brief consideration of the problem, short survey of the relevant literature and aim of the work.

Materials and methods may include adequate description of the techniques. This section should also contain the experimental plan; sub-heading should be used, if they aid clarity, a concise account of the materials and methods used.

Results should include findings. Sub sections can be used to organize the results. Illustrations can be used. Figures should be referred to in the text as Fig. 1, Figs. 1,3 etc., and tables as Table 1, Tables 1, 3, etc.

Discussion section should be reserved to present the authors interpretation and the significance of the work. Avoid repetition of the content already presented in the result section.

Conclusion section should include concluding remarks of the study.

Review articles

Reviews should consist of introductory section followed by several sections with relevant information followed by a conclusion part. Section headings can be used to organize the information.

Short communication and clinical reports or case studies

Short communication is intended to include reports of small completed investigations, new techniques of case descriptions. Such communications shall report (i) Result of sufficient significance to merit publication in advance of a more comprehensive paper, (ii) Result which confirms and adds to the existing knowledge but the data are not sufficient to justify a full paper.

They may follow the subdivisions and instructions for an original article with the omission or combination of parts as necessary and relevant. Such communication should not exceed four printed pages (2000 words) including references, figure, illustration, photograph or table. However, methods used must be adequately described and pertaining references (s) given to facilitate similar studies by others.

Acknowledgements

Acknowledgement may also be the part of manuscript as and when required. It is the responsibility of the authors to acknowledge institutions or individuals for the relevant assistance and agreements.

References

Published work cited in the text should be written in an alphabetical order. The references should be written in following order : surname, initials followed by the year of publication in parenthesis, title of the paper, full title of periodical or other source (in Italic), volume number and first and last page numbers. Title of books must be given in full with edition, publisher, place of publication and pages referred to. Where references are quoted in the text the names of all authors should be given on the first occasion and if more than two authors, the name of the first author followed by *et al* subsequently. Example of reference: Mahato S. N., Harrison, L.J.S. and Hammand, J.A. (1997). Epidemiological basis of the control of fasciolosis in *Nepal*. *Bulletin of Veterinary Science and Animal Husbandry, Nepal*, **25**: 25-26.

NVJ uses APA style and this is inbuilt in MS-Word newer version. Use this version for consistency. Use of referencing software like EndNote or Reference Manager is recommended.

Please do consider that referencing is giving credit for original work done by someone. One should not copy and paste whole text even citing the reference.

Tables

All the tables must be in separate sheet. All tables must have titles and table number at the top. The table should be left aligned. The same table number must be referred while writing the article. All the legends and units must be mentioned in easily understandable format.

Figure

Illustrations and diagrams should be on separate sheets. The Figure should be centrally aligned and the legend should be at the bottom of the figure. For photographs to be included in the paper, electronic copy of photographs of appropriate resolution should be submitted as separate file in jpg format with figure no. and title of manuscript in subject line. Legend for the photographs should be in the manuscript in a separate sheet.

Footnotes

Use footnotes if necessary but in a consistent manner

Units and Symbols

International system of Units (SI, System International d'Unites) should be used wherever possible for all measurements.

Permission

The author (s) is responsible to obtain permission to reproduce figures, tables or text from other sources (published or unpublished).

Selection Process

With an aim of publishing high quality papers and maintain the reliability of the NVJ, the submitted manuscript will go two stages of editorial process: Pre-review, and Peer review.

Pre-review

After receiving a manuscript, it will be pre-reviewed by one of the member of editorial team against following criteria:

- Broad area of the manuscript (either the manuscript falls under remit of the NVJ or not)
- General formatting (either the instructions in this guidelines have been followed or not).

After pre-review the manuscript will be either submitted for peer-review or send back to the author (s) for necessary correction and resubmission or rejected.

Peer-review

After pre-review stage, the manuscript will be reviewed by two independent (anonymous) reviewers and one member of editorial team and make one of the following decision:

- **Reject:** Not accepted for publication and resubmission will not be considered.
- **Accepted with substantial revision:** the manuscript should have to be substantially revised to be published. The manuscript will not be published if not revised as suggested.
- **Minor revision/correction:** The manuscript is provisionally accepted and fully accepted after minor revision.
- **Accepted:** The manuscript is accepted as it is.

Submission of article

All manuscript should be submitted with a cover letter as given in annex 1 of this guidelines and should be addressed to

Editor-in-Chief
Nepal Veterinary Association
Veterinary Complex, Tripureshwor, Kathmandu, Nepal
PO Box: 11462
Tel/Fax: +977-1-4257496
E-mail: nveta@wlink.com.np
URL: www.nva.org.np

Annex 1

(Cover letter to submit manuscript to Nepalese Veterinary Journal)

To,
Editor-in-Chief
Nepalese Veterinary Journal (Nepalese vet. j.)
Nepal Veterinary Association
Veterinary Complex, Tripureshwor, Kathmandu, Nepal

Dear sir,

It is to ensure that the authors of the following manuscript would like to submit the manuscript of the following details to the Nepalese Veterinary Journal (NVJ).

Manuscript Type:

Title:

The authors hereby confirm the following:

- The manuscript submitted with this letter has not been published or accepted for publication nor is being considered for publication either partly or in whole.
- We hereby confirm that the work is original and due acknowledgement has been given wherever necessary.
- All of the authors has been included and have read and approved the submission of the attached manuscript.

Sincerely yours,

Name of the corresponding authors:

Date.....

Name of co-authors:

Name of Co-author:

Name of Co-author: