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- Authors must certify in the cover letter that the manuscript is original and not submitted elsewhere.
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- Submission, review, final decision, and proofing are managed through an online platform.

### SUBMISSION OF MANUSCRIPT

All manuscripts are submitted **online only** for publication to the **NIJ** and should include the following:

1. Cover page file
2. Article file including tables and figures.
3. Undertaking by authors and copyright transfer agreement.

Details are given below.

1. **COVER PAGE FILE:** The cover letter should include-
  - i. Name(s) of the author(s), Orchid ID
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  - v. Name of the corresponding author with all above-mentioned details.
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It should be addressed to the Chief Editor, NIJ at Maharshi Karve Stree Shikshan Samstha Campus, Smt Bakul Tambat Institute of Nursing Education, Karvenagar, Pune, Maharashtra 411052.

2. **Article File:**

Manuscripts must be submitted online through the website: [www.nij.org](http://www.nij.org) or submitted through [editor.nij@mksssbtime.in](mailto:editor.nij@mksssbtime.in), [info.nij@mksssbtime.in](mailto:info.nij@mksssbtime.in)

First-time users/authors are required to register on the site, which is free but mandatory. Once registered, authors can track their submitted articles by logging in with their username and password. Manuscripts should be presented concisely, adhering to a word limit of 2500-3000 words.

**Page size:** A4 size only

**Text Column:** Single texts align justify.

**Page Margins:** Left – 0.50”, Right – 0.50”, Top – 2.50”, Bottom – 0.50”

**Font:** Use Only Times New Roman for whole paper in 11 font size.

**Line Spacing:** single

**Before:** 0” **After:** 0”

**Header** 0.3” **footer** 0”

**References-** Vancouver style

## **Sequence of Research Article**

Pages should be numbered consecutively, and the contents arranged in the following order (IMRAD):

### **I. Title: (24pt, Times New Roman, align centre)**

**The title of the manuscript shall not exceed 15 words and shall be given on top of the title page** Author information should be provided on a separate page, including name, academic degree, designation/position, institution, and correspondence details (address, telephone, and email). For multiple authors, list names in the order of authorship. The cover letter must include statements regarding authorship.

### **II. Abstract and key words:**

**Abstract:** The abstract must be in one paragraph with a self-contained summary of the most important elements of the paper. The abstract shall not exceed 250 -300 words and font size 10. All numbers in the abstract (except those beginning a sentence) should be typed as digits rather than words.

**Keywords:** *provide 4 to 6 keywords which can be used for indexing purposes.*

### **III. Introduction**

It shall be 3-4 paragraphs which consist of a brief background of the problem studied, and a critique of relevant research articles that are referenced as per Vancouver style. Clearly state the purpose/objectives and hypotheses tested.

### **IV. Materials and methods**

It should highlight the setting where the study was done, the sample size, and the method of selection. A brief description of the demographic variables of the sample could be provided in 2-3 sentences. It should also have a description of the design, tools/ instruments used for collecting data; ethical approval, and ways by which privacy and confidentiality of subjects were maintained; how data were collected; pilot study (if done) with any modifications made thereof and any methodological limitations.

### **V. Results**

It must be presented in a logical sequence. Only such data as are essential for understanding the discussion and main conclusions emerging from the study should be included. Data presented in tables and figures should not be repeated in the text. Only important observations need to be emphasized or summarised. The same data should not be presented both in tabular and graphic forms. **Interpretation of the data should be taken up only under the discussion and not under results.**

## **VI. Discussion**

The discussion should deal with the interpretation of results **without repeating information already presented under results.** It should relate new findings to the known ones and include logical deductions. The **conclusions** can be linked with the goals of the study, but unqualified statements and conclusions not completely supported by the data should be avoided. Recommendations may be included as part of the discussion, only when considered necessary and relevant.

## **VII. References**

The total number of references should normally be restricted to a maximum of 8-10 and should be in Vancouver style.

## **VIII. Illustrations**

Illustrations must be electronically prepared, and we prefer them in soft copy by mail. Tables and figures must be numbered.

**Figure caption:** Font size- 10", lower case. Write below the figure, position-centre.

**Table caption:** Font- 10", lower case. Top of the table, position-centre

## **IX. Acknowledgement, conflict of interest**

The decision of acceptance/ rejection/ recommendation for resubmission will be intimated to the corresponding author.

## **X. Ethical clearance certificate**

All research articles submitted shall be accompanied by a copy of the certificate issued by the institutional ethical committee.

## **XI. Undertaking by author(s)**

All the authors must give an undertaking (in the format specified by the journal) indicating their consent to be co-authors in the sequence indicated on the cover page. All authors must sign the undertaking letter.

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