

INSTRUCTIONS FOR MANUSCRIPT SUBMISSION

About the Journal:

‘AYU’ - A Quarterly Peer Reviewed Journal of Research in Ayurveda, is published by Institute for Post Graduate Teaching & Research in Ayurveda, Gujarat Ayurved University, Jamnagar. The articles published in this journal are freely accessible (open access) through official website of the university www.ayurveduniversity.edu.in. The journal does not charge for submission, processing or publication of manuscripts and for color reproduction of photographs. Started in 1964, the journal has continuously contributed for the research, education and propagation of Ayurveda on the national as well as international platform.

Scope of AYU:

The journal is devoted to the publication of original articles on the utilization of knowledge of Ayurveda and other traditional systems of medicines. The spectrum of coverage is broad, encompassing all eight divisions of Ayurveda including clinical researches in Kayachikitsa (General medicine), Shalya Tantra (Surgery), Shalakya Tantra (ENT & Ophthalmology), Stri Roga Prasuti Tantra (Gynecology & Obstetrics), Kaumar Bhritya (Pediatrics); Drug researches in Dravyaguna (Pharmacology), Rasa Shastra & Bhaishajya Kalpana (Ayurvedic Pharmaceutics), Literary researches in Maulika Siddhanta & Samhita (Basic Principles) along with History, Descriptions of herbal remedies, useful for the treatment of human ailments etc. It also deals with clinical and pharmacological evaluation of herbs, minerals, metals and animal products, validation of food remedies, phytochemistry, ethnomedicine, survey of medicinal plants, nutraceuticals, drug standardization, biotechnology, agriculture, horticulture, pharmacovigilance etc. relating to medicinal plants. AYU also accepts standard review articles based on basic principles of Ayurveda, newly introduced diseases with their updated scientific knowledge in contemporary sciences. The guidelines can also be downloaded from Gujarat Ayurved University website (<http://www.ayurveduniversity.edu.in>).

Peer Review Process:

AYU Journal follows double blind peer review system. The article submitted for publication in AYU journal first undergoes an editorial review by the editorial board members for scanning & assessment of standard of the article. The Editorial Board decides whether to forward the article for peer review or to return the article to authors for modification to meet the Uniform standard requirements of manuscript submission in AYU. Based on the decision, the article will be forwarded anonymously to two subject experts for adjudication & quality improvisation. The adjudicatory comments (if any) are again referred anonymously to the authors for necessary modifications. The author(s) should provide a point to point response to the referee's comments and the amendments made in the article are to be highlighted separately. After modification, the author(s) re-submit the article to Journal for publication. The Editorial Board again examines the modified article and conveys the publication status of the article. During the process of publication, the editorial office sends proofs to authors for checking which is to be returned within three days after checking the setting, tables, figures etc. After publication, the Journal provides ten reprints and one author's copy of the respective issue to the principal author.

MANUSCRIPT SUBMISSION:

The articles for publication in AYU Journal can be sent through email on ayujournal@ayurveduniversity.com or ayujournal@yahoo.com . Duly signed Author's Undertaking and Copyright Transfer Agreement are to be sent in hard copies on the address of Editorial Office as mentioned below. The authors should submit the manuscript along with following documents.

Covering Letter: The covering letter should be addressed to "The Executive Editor-AYU" mentioning the details about the submission of research paper viz. Title of the manuscript, names of author(s), address of corresponding author.

Author's Undertaking: All the author(s) will have to submit an undertaking (in the format specified by the journal) that the paper has not been published / submitted for publication elsewhere as well as indicating their consent to be co-authors. The author's undertaking is to be signed by each author in same sequence specified in the paper. Each author should give his/her names as well as the address and appointment at the time the work was done, along with current address for correspondence including telephone, fax number and email address. The first author could be identified as principal author, who would be responsible for the contents of the paper as well as for all communications. A senior author may sign the undertaking by authors for a junior author who has left the institution and whose whereabouts are not known and take the responsibility of any conflict of interest.

Copyright Transfer Agreement: All the authors should sign the copyright transfer agreement in the given format of the journal. This recognizes the common interest that both journal and author(s) have in the protection of copyright. It will also allow the publisher to tackle copyright infringements ourselves without having to go back to authors each time.

Manuscripts: Paper must be in English. It should be typed in MS Word format double spaced on one side of a good quality paper with 2 cm margins all around and pages numbered consecutively. This should be submitted in triplicate along with a soft copy either in CD or sent by email to "The Executive Editor-AYU" on the address given below. Receipts of the papers will be acknowledged.

Title and authors: The title should describe the contents fully but concisely. Names and affiliations along with the name of institution at which the research has been carried out should be given with full postal and email address. The principal author to whom referee's comments and reprints are to be sent should be indicated. All the requests of reprints will be referred to the principal author.

Short title: A short running title of the article (below 50 characters) is also to be given.

Types of Manuscripts:

Original Articles : These include randomized controlled clinical and drug trials, diagnostic, survey studies, intervention studies, studies of screening, outcome studies, case studies. These should be divided into sections with the headings Abstract, Key words, Introduction, Material and Methods, Observations and Results, Discussion, References, Tables and Figure legends and Hindi Saramsha. The general content of these sections should be as follows:

Abstract: Well structured abstract, not more than 200 words, should clearly cover the background, aims and objectives of the study; methods, indicating the study protocol and statistical tests used; results, the important observations; discussion, describing the reasoning and probabilities for the results obtained. It

should also conclude main concrete implications of the study. The full form of the abbreviations used in the abstract is to be given. No reference should be cited in the abstract.

Key words: A list of up to six relevant keywords should be given.

Language and Grammar: The language of the article must be clear and direct free from grammatical mistakes. All the *Ayurvedic* and *Sanskrit* terms are to be made *italics* and the relevant English meaning of the *Ayurvedic* terms should be given in the bracket.

Introduction: A concise account is required about the background to the subject, its significance and its relationships to earlier works with references and aims and objectives of the study.

Materials and Methods: These should be presented with sufficient clarity and details about the design of the study, the samples, type of participants or materials involved, a clear description of all interventions and comparisons, and the type of analysis used, including a power calculation if appropriate.

Ethics: A statement on ethics committee permission and ethical practices must be included in all research articles.

Study Designs: *Selection and Description of Participants:* Description on selection of the observational or experimental participants (patients or laboratory animals, including controls) clearly, including eligibility and exclusion criteria and a description of the source population. *Technical information:* Identify the methods, apparatus (give the manufacturer's name and address in parentheses), and procedures in sufficient detail to allow other workers to reproduce the results. Give references to established methods, including statistical methods (see below); provide references and brief descriptions for methods that have been published but are not well known; describe new or substantially modified methods, give reasons for using them, and evaluate their limitations. Identify precisely all drugs and chemicals used, including generic name(s), dose(s), and route(s) of administration.

Reports of randomized clinical trials should present information on all major study elements, including the protocol, assignment of interventions (methods of randomization, concealment of allocation to treatment groups), and the method of masking (blinding), based on the CONSORT Statement (<http://www.consort-statement.org/>).

Reporting Guidelines for Specific Study Designs

Initiative	Type of Study	Source
CONSORT	Randomized controlled trials	http://www.consort-statement.org/
STARD	Studies of diagnostic accuracy	http://www.consort-statement.org/stardstatement.htm
QUOROM	Systematic reviews and meta-analyses	http://www.consort-statement.org/Initiatives/MOOSE/moose.pdf
STROBE	Observational	http://www.strobe-statement.org/

	studies in epidemiology	
MOOSE	Meta-analyses of observational studies in epidemiology	http://www.consort-statement.org/Initiatives/MOOSE/moose.pdf

Statistics:

Whenever possible quantify findings and present them with appropriate indicators of measurement error or uncertainty (such as confidence intervals). Authors should report losses to observation (such as, dropouts from a clinical trial). When data are summarized in the Results section, specify the statistical methods used to analyze them. Avoid non-technical uses of technical terms in statistics, such as 'random' (which implies a randomizing device), 'normal', 'significant', 'correlations', and 'sample'. Define statistical terms, abbreviations, and most symbols. Specify the computer software used. Use upper italics (P 0.048). For all P values include the exact value and not less than 0.05 or 0.001. Mean differences in continuous variables, proportions in categorical variables and relative risks including odds ratios and hazard ratios should be accompanied by their confidence intervals.

Observations and Results: The original and important findings should be stated. Illustrate results with figures or tables wherever necessary but these should be kept to the minimum.

Discussion: The principal conclusions drawn from the results and their important implications should be discussed. The interventions, possible adversities and observed drug reactions may also be discussed.

Conclusion: This should state clearly the main conclusions of the research and give a clear explanation of their importance and relevance. Summary of important illustrations may be included.

Review Articles:

Standard reviews on concepts/ fundamental principles/diseases/drug(s) with updated scientific facts in contemporary era are published. These are supposed to be written by individuals who have done substantial work on the subject or are considered as experts in the field. The general format of the review article is same as mentioned above. The section titles would depend upon the topic reviewed. Authors submitting review article should include a section describing the methods used for locating, selecting, extracting, and synthesizing data. These methods should also be summarized in the abstract. The journal expects the contributors to give post-publication updates on the subject of review. The update should be brief, covering the advances in the field after the publication of the article and should be sent as a letter to editor, as and when major development occurs in the field.

Case reports/Brief communication:

New, interesting and rare cases can be reported. They should be unique, describing a great diagnostic or therapeutic challenge and providing a learning point for the readers. Cases with clinical significance or

implications will be given priority. These communications should have the following headings: Abstract (unstructured), Key-words, Introduction, Case report, Discussion, Reference, Tables and Legends in that order.

Letter to the Editor:

The letters regarding the content of the published matter in the journal, suggestions and updates can be communicated to Executive Editor. These should be short and decisive observations. They should not be preliminary observations that need a later paper for validation.

Acknowledgements:

This should be brief and made for specific scientific/technical assistance and financial support only and not for providing routine departmental facilities and encouragement or for help in the preparation of manuscripts including typing or secretarial assistance.

References: These should be numbered consecutively in order in which they are first mentioned in the text (not in alphabetic order) and placed as endnote. In the text they should be indicated above the line (superscripted). Use the style of the examples mentioned below, which are based on the formats used by the NLM in Index Medicus. The titles of journals should be abbreviated according to the style used in Index Medicus. Use complete name of the journal for non-indexed journals. Avoid using abstracts as references. Information from manuscripts submitted but not accepted should be cited in the text as "unpublished observations" with written permission from the source. Avoid citing a "personal communication" unless it provides essential information not available from a public source, in which case the name of the person and date of communication should be cited in parentheses in the text.

The commonly cited types of references are shown here, for other types of references such as newspaper items please refer to ICMJE Guidelines (<http://www.icmje.org> or http://www.nlm.nih.gov/bsd/uniform_requirements.html).

Articles in Journals

1. Standard journal article (for up to six authors): Deole YS, Ashok BK, Shukla VJ, Ravishankar B, Chandola HM. Psychopharmacological Study on Antidepressant effect of Brahmi Ghrita. AYU Res J Ayurveda 2008;29(2):77-83.
2. Standard journal article (for more than six authors): List the first six contributors followed by et al.
Nozari Y, Hashemlu A, Hatmi ZN, Sheikvatan M, Iravani A, Bazdar A, et al. Outcome of coronary artery bypass grafting in patients without major risk factors and patients with at least one major risk factor for coronary artery disease. Indian J Med Sci 2007;61:547-54.
3. Volume with supplement: Shen HM, Zhang QF. Risk assessment of nickel carcinogenicity and occupational lung cancer. Environ Health Perspect 1994;102 Suppl 1:275-82.
4. Issue with supplement: Payne DK, Sullivan MD, Massie MJ. Women's psychological reactions to breast cancer. Semin Oncol 1996; 23(1, Suppl 2):89-97.

Books and Other Monographs

1. Personal author(s): Ringsven MK, Bond D. Gerontology and leadership skills for nurses. 2nd ed. Albany (NY): Delmar Publishers; 1996.
2. Editor(s), compiler(s) as author: Norman IJ, Redfern SJ, editors. Mental health care for elderly people. New York: Churchill Livingstone; 1996.
3. Chapter in a book: Phillips SJ, Whisnant JP. Hypertension and stroke. In: Laragh JH, Brenner BM, editors. Hypertension: pathophysiology, diagnosis, and management. 2nd ed. New York: Raven Press; 1995. pp. 465-78.

Electronic Sources as reference

Journal article on the Internet

Aboud S. Quality improvement initiative in nursing homes: the ANA acts in an advisory role. Am J Nurs [serial on the Internet]. 2002 Jun [cited 2002 Aug 12]; 102(6): [about 3 p.]. Available from: <http://www.nursingworld.org/AJN/2002/june/Wawatch.htm>

Monograph on the Internet

Foley KM, Gelband H, editors. Improving palliative care for cancer [monograph on the Internet]. Washington: National Academy Press; 2001 [cited 2002 Jul 9]. Available from: <http://www.nap.edu/books/0309074029/html/>.

Homepage/Web site

Cancer-Pain.org [homepage on the Internet]. New York: Association of Cancer Online Resources, Inc.; c2000-01 [updated 2002 May 16; cited 2002 Jul 9]. Available from: <http://www.cancer-pain.org/>.

Part of a homepage/Web site

American Medical Association [homepage on the Internet]. Chicago: The Association; c1995-2002 [updated 2001 Aug 23; cited 2002 Aug 12]. AMA Office of Group Practice Liaison; [about 2 screens]. Available from: <http://www.ama-assn.org/ama/pub/category/1736.html>

References from Ayurvedic Classical Texts and Samhitas:

The references from *Ayurvedic Samhitas* should be given in the following order:

Name of the original writer(s) of *Samhita*, Name of the *Samhita*, name of the *Sthana* (part or section), *Adhyaya* (chapter), serial number of chapter/*Shloka* (verse) number, then editor, edition number, name of the publisher, then year of publication; Page number (if specified only).

E.g. Agnivesha, Charaka, Dridhabala, *Charaka samhita, Chikitsa Sthana, Grahani Chikitsa Adhyaya*, 15/20, edited by Vaidya Jadavaji Trikamaji Acharya, 2nd edition, Chaukhamba Sanskrit Sansthan, Varanasi, 1990;225.

If the same Samhita or book is refereed two or more times then after quoting the full reference first time, on the second time write the word “Ibidem” followed by reference number (1) followed by name of the Samhita ‘*Charaka Samhita*’ and name of the *Sthana*, name of *Adhyaya* Number/ *shloka* number and at last page number if specific.

E.g. Ibidem *Charaka Samhita*(1), *Grahani Chikitsa Adhyaya*, 15/25;226.

If the reference is taken from the edited version or view of the editor on the original text, then the reference can include: Name of the editor, followed by designation like ‘editor’, and the reference from the *Samhita* as described above,

E.g. Jadavji T., editor. *Charaka Samhita, Chikitsa Sthana, Grahani Chikitsa Adhyaya*, 15/20, 2nd edition, Chaukhamba Sanskrit Sansthan, Varanasi, 1990; 225.

If the reference is quoted from a commentary of original text, then the reference can include: Name of the commentator, followed by designation ‘commentator’, and the reference from the *Samhita* as described above.

E.g. Chakrapanidutta, Commnetator. *Charaka Samhita, Chikitsa Sthana, Grahani Chikitsa Adhyaya*, 15/20, 2nd edition, Chaukhamba Sanskrit Sansthan, Varanasi, 1990; 225.

Tables: Tables should be typed separately and numbered consecutively in the order of their first citation in the text. The title should be brief and column headings should also be short. Type or print each table with double spacing on a separate sheet of paper. Authors should place explanatory matter in footnotes, not in the heading. Explain all nonstandard abbreviations in footnotes, and use symbols like*, †, ‡, ||, ¶, **, ††, ‡‡, in sequence. Identify statistical measures of variations, such as standard deviation and standard error of the mean. Each table must be cited in the text. If data from another published or unpublished source is used, permission and acknowledgement of that source should be mentioned fully.

Illustrations (Figures): These should be either professionally drawn and photographed, or submitted as photographic-quality digital prints. Photographs should be submitted in duplicate with the title of the paper, name of the author penciled on the backside. Numbers should be given to each photograph, which should be cited in the text. The pictures should be good quality prints on glossy paper showing sufficient total contrast. In addition, the electronic files of figures in a format (for example, JPEG or GIF with high resolution) that will produce high-quality image, suitable for printing, should also be submitted. The authors should review the images of such files on a computer screen before submitting them to be sure they meet their own quality standards.

For x-ray films, scans, and other diagnostic images, as well as pictures of pathology specimens or photomicrographs, send sharp, glossy, black-and-white or color photographic prints, usually 127 x 173

mm (5 x 7 inches). Titles and detailed explanations belong in the legends-not on the illustrations themselves.

Figures should be numbered consecutively according to the order in which they have been cited in the text. If a figure has been published previously, acknowledge the original source and submit written permission from the copyright holder to reproduce the figure. Permission is required irrespective of authorship or publisher except for documents in the public domain. Authors should consult the journal about requirements for figures submitted in electronic formats.

Units of Measurement: only Standard International units for measurements should be used.

Abbreviations and Symbols: Standard abbreviations only should be used. Avoid abbreviations in the title of the manuscript. The spelled-out abbreviation followed by the abbreviation in parenthesis should be used on first mention unless the abbreviation is a standard unit of measurement.

Hindi Saramsha: The author should also submit Hindi translation of the title & abstract not exceeding 200 words, using Sarjudas Hindi font.

Manuscripts, illustrations and all communications relating to them should be submitted to
The Executive Editor- AYU, Room No. 106, OPD Block, 1st Floor, Sushruta Bhavan, Institute for Post Graduate Teaching and Research in Ayurveda, Gujarat Ayurved University, Jamnagar -361008, India.
Email: ayujournal@ayurveduniversity.com or ayujournal@yahoo.com

Check-List for authors before Manuscript Submission :

Sr.No.	Document	Yes/No
1.	Covering Letter with address of corresponding author	
2.	Author's Undertaking duly signed by all authors in sequence	
3.	Copyright Transfer Agreement duly signed by all authors in sequence	
4.	Manuscript in MS word with the contents Abstract, Keywords, Introduction, Material & Methods, Observations and Results ,Discussion, Conclusion,References and Acknowledgements (if any)	
5.	Hindi Saramsha	
6.	Tables, Figures, High resolution Photos in JPEG format	
7.	Hard copy in triplicate	
8.	Soft copy (by email or CD)	