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You can submit your manuscripts to the email address below.

Thank you all for your contributions to the JSID.

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## GUIDE FOR AUTHORS

### 1. Manuscript submission guide for authors

Authors are advised to read the guidelines below before submitting their manuscripts.

An author who wants to publish manuscripts in JSID should:

- Prepare and submit articles for publication based on the this authors' guideline
- Strictly adhere to the terms and conditions under which the articles will be published
- Carry out all necessary revisions and modifications as may be required
- The authors must note that submitting manuscripts to the journal means that
  - Author (s) confirm that the articles are original;
  - There's no conflicts of interest or any plagiarism issues\*;
  - The article is not being considered elsewhere, or has not been published before;
  - A submission to JSID is taken by the journal to mean that (if there is/are co-author (s)) the entire listed author (s) has agreed at all of the contents and that all author (s) are aware that the paper was submitted.

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\* Plagiarism is when an author attempts to pass off someone else's work as his or her own. Duplicate publication, sometimes called self-plagiarism, occurs when an author reuses substantial parts of his or her own published work without providing the appropriate references. Such manuscripts would not be considered for publication. If a case of plagiarism comes to light after a paper is published in JSID, the editorial board will conduct a preliminary investigation. If plagiarism is found, the board will contact the author's institute and funding agencies. A determination of misconduct will lead the board to run a statement to note the plagiarism and to provide a referee to the plagiarized material.



**Table 3** Journal style and format

File format	Manuscript files can be in the following formats: DOC, DOCX, RTF or PDF. Microsoft Word documents should not be locked or protected. LaTeX manuscripts must be submitted as PDFs. Read the LaTeX guidelines.
Length	Manuscripts shall not exceed 5000 words.
Font	Use a standard font size and any standard font, except for the font named “Symbol”. To add symbols to the manuscript, use the Insert → Symbol function in your word processor or paste in the appropriate Unicode character.
Layout and spacing	Manuscript text should be 1.5 spaced. Do not format text in multiple columns.
Page and line numbers	Include page numbers and line numbers in the manuscript file. Use continuous line numbers (do not restart the numbering on each page).
Footnotes	Footnotes are not permitted. If your manuscript contains footnotes, move the information into the main text or the reference list, depending on the content.
Language	Manuscripts must be submitted in English. You may submit translations of the manuscript or abstract as supporting information.
Abbreviations	Define abbreviations upon first appearance in the text. Do not use non-standard abbreviations unless they appear at least three times in the text. Keep abbreviations to a minimum.
In-text citation	The parenthetical style of referencing is used by the journal. In the text a reference should be quoted by the author’s name (without initials) and year of publication.
Reference style	WSU journal uses “Vancouver” style. See reference formatting examples and additional instructions below.
Equations	We recommend using MathType for display and inline equations, as it will provide the most reliable outcome. If this is not possible, Equation Editor or Microsoft’s Insert→Equation function is acceptable. Avoid using MathType, Equation Editor, or the Insert→Equation function to insert single variables (e.g., “ $a^2 + b^2 = c^2$ ”), Greek or other symbols (e.g., $\beta$ , $\Delta$ , or ‘[prime]), or mathematical operators (e.g., $x$ , $\geq$ , or $\pm$ ) in running text. Wherever possible, insert single symbols as normal text with the correct Unicode (hex) values. Do not use MathType, Equation Editor, or the Insert→Equation function for only a portion of an equation. Rather, ensure that the entire equation is included. Equations should not contain a mix of different equation tools. Avoid “hybrid” inline or display equations, in which part is text and part is MathType, or part is MathType and part is Equation Editor.



Table 3 cont....

Nomenclature	Use correct and established nomenclature wherever possible.
	<i>Units of measurement</i> Use SI units. If you do not use these exclusively, provide the SI value in parentheses after each value. <u>Read more about SI units.</u>
	<i>Drugs</i> Provide the Recommended International Non-Proprietary Name (rINN).
	<i>Species names</i> Write in italics (e.g., <i>Homo sapiens</i> ). Write out in full the genus and species, both in the title of the manuscript and at the first mention of an organism in a paper. After first mention, the first letter of the genus name followed by the full species name may be used (e.g., <i>H. sapiens</i> ).
	<i>Genes, mutations, genotypes, and alleles</i> Write in italics. Use the recommended name by consulting the appropriate genetic nomenclature database (e.g., <u>HUGO</u> for human genes). It is sometimes advisable to indicate the synonyms for the gene the first time it appears in the text. Gene prefixes such as those used for oncogenes or cellular localization should be shown in roman typeface (e.g., v-fes, c-MYC).
	<i>Allergens</i> The systematic allergen nomenclature of the World Health Organization/International Union of Immunological Societies (WHO/IUIS) Allergen Nomenclature Sub-committee should be used for manuscripts that include the description or use of allergenic proteins. For manuscripts describing new allergens, the systematic name of the allergen should be approved by the WHO/IUIS Allergen Nomenclature Sub-Committee prior to manuscript publication. Examples of the systematic allergen nomenclature can be found at the <u>WHO/IUIS Allergen Nomenclature site</u> .

**1.1. Manuscript organization**

The manuscripts should be organized as follows. Instructions for each element appear below:

- Title
- Authors and affiliations
- Abstract
- Keywords/phrases
- Introduction
- Material and Methods
- Results/Findings
- Discussion
- Conclusions
- Acknowledgments



- Author’s contributions
- References
- Supporting information Captions

Uniformity in format facilitates the experience of readers and users of the journal.

Other elements

- Figure captions are inserted immediately after the first paragraph in which the figure is cited. Figure files are uploaded separately.
- Tables are inserted immediately after the first paragraph in which they are cited.
- Supporting information files are uploaded separately.

**1.2. Parts of submission**

➤ **Title**

Include a full title for the manuscript.

**Table 4** Manuscript title format

Title	Length	Guidelines	Examples
Full title	250 characters	Specific, descriptive, concise, and comprehensible to readers outside the field	Impact of cigarette smoke exposure on innate immunity: A <i>Caenorhabditis elegans</i> model  Solar drinking water disinfection (SODIS) to reduce childhood diarrhea in rural Bolivia: A cluster-randomized, controlled trial

Titles should be written in sentence case (only the first word of the text, proper nouns, and genus names are capitalized). Avoid specialist abbreviations if possible. For clinical trials, systematic reviews, or meta-analyses, the subtitle should include the study design.

➤ **Author list**

✓ **Authorship requirements**

All authors must meet the criteria for authorship. Those who contributed to the work but do not meet the criteria for authorship can be mentioned in the Acknowledgments.



➤ **Author names and affiliations**

Enter author names on the title page of the manuscript and in the online submission system.

On the title page, write author names in the following order:

- First name (or initials, if used)
- Middle name (or initials, if used)
- Last name (surname, family name)

Each author on the list must have an affiliation. The affiliation includes department, university, or organizational affiliation and its location, including city, state/province (if applicable), and country. Authors have the obligation to include a current address in addition to the address of their affiliation at the time of the study. The current address should be listed in the byline and clearly labeled “current address.” At a minimum, the address must include the author’s current institution, city, and country, P.O. Box and E-mail address.

If an author has multiple affiliations, enter all affiliations on the title page only. In the submission system, enter only the preferred or primary affiliation. Author affiliations will be listed in the typeset PDF article in the same order that authors are listed in the submission.

Author names will be published exactly as they appear in the manuscript file. Please double-check the information carefully to make sure it is correct.

➤ **Corresponding author**

The submitting author is automatically designated as the corresponding author in the submission system. The corresponding author is the primary contact for the journal office and the only author able to view or change the manuscript while it is under editorial consideration. The corresponding author’s role may be transferred to another co-author. However, note that transferring the corresponding author’s role also transfers access to the manuscript. Only one corresponding author can be designated in the submission system. Whoever is designated as a corresponding author on the title page of the manuscript file will be listed as such upon publication. Include an email address for each corresponding author listed on the title page of the manuscript.



➤ **Author contributions**

Provide, at minimum, one contribution for each author in the submission system. This can include the role of the author in conception of the study, design of the study, data collection, data analysis, and write up of the manuscript.

Contributions will be published with the final article, and they should accurately reflect contributions to the work. The author who submits the manuscript is responsible for completing this information at submission's phase, and the editorial board members expect that all authors will have reviewed, discussed, and agreed to their individual contributions ahead of this time.

➤ **Cover letter**

Attach/Upload a cover letter as a separate file during submission.

The cover letter should address the following questions:

- Why is this manuscript suitable for publication in the journal?
- Why will the study inspire the scientific community, and how will it contribute for development and policy making?

If the study addresses an issue outside the journal detailed scope, it must be first sent for a pre-submission inquiry by indicating why the manuscript is considered in a special manner in the journal.

➤ **Title page**

The title, authors, and affiliations should all be included on a title page as the first page of the manuscript file.

➤ **Abstract**

The Abstract comes after the title page in the manuscript file. The abstract text is also entered in a separate field in the submission system. The Abstract succinctly introduces the paper. It should not exceed 250 words. It should mention the techniques used without going into methodological detail and summarize the most important results with important numerical results given. The Abstract is conceptually divided into the following three sections with these headings: Background (includes objective of the study), Methodology, Principal Findings, and Conclusions. Do not include any citations in the Abstract. Avoid specialist abbreviations.



➤ **Keywords/phrases**

Immediately after the abstract, provide a maximum of 6 keywords or phrases.

➤ **Introduction**

The Introduction should put the focus of the manuscript into a broader context. As you compose the Introduction, think of readers who are not experts in this field. Include a brief review of the key literature. If there are relevant controversies or disagreements in the field, they should be mentioned so that a non-expert reader can delve into these issues further. The Introduction should conclude with a brief statement of the overall aim of the experiments and a comment about whether that aim was achieved.

➤ **Materials and Methods**

This section should provide enough detail for reproduction of the findings. Protocols for new methods should be included, but well-established protocols may simply be referenced. Detailed methodology or supporting information relevant to the methodology can be published on our web site.

This section should also include a section with descriptions of any statistical methods employed:

Describe statistical methods with enough detail to enable a knowledgeable reader with access to the original data to judge its appropriateness for the study and to verify the reported results. When possible, quantify findings and present them with appropriate indicators of measurement error or uncertainty (such as confidence intervals). Avoid relying solely on statistical hypothesis testing, such as P values, which fail to convey important information about effect size and precision of estimates. References for the design of the study and statistical methods should be to standard works when possible (with pages stated). Define statistical terms, abbreviations, and most symbols. Specify the statistical software package(s) and versions used. Distinguish pre-specified from exploratory analyses, including subgroup analyses.

Submit detailed protocols for newer or less established methods. Well-established protocols may simply be referenced. Protocol documents for clinical trials, observational studies, and other non-laboratory investigations may be uploaded as supporting information.





Details about Ethical considerations and statement of Ethical approval by Ethics committee or institutional review board shall be clearly indicated in the manuscript.

➤ **Results/Findings**

The Results/Findings section should include all relevant positive and negative findings. The section may be divided into subsections, each with a concise subheading. The Results' section should be written in past tense.

JSID requires authors to make all data underlying the findings described in their manuscript fully available without restriction, with rare exception. Large data sets, including raw data, may be deposited in an appropriate public repository. For smaller data sets and certain data types, authors may provide their data within supporting information files accompanying the manuscript. Authors should take care to maximize the accessibility and reusability of the data by selecting a file format from which data can be efficiently extracted (for example, spread sheets or flat files should be provided rather than PDFs when providing tabulated data).

Authors that present statistical data in the Results' section should do the following:

Give numeric results not only as derivatives (for example, percentages) but also as the absolute numbers from which the derivatives were calculated, and specify the statistical significance attached to them, if any. Restrict tables and figures to those needed to explain the argument of the paper and to assess supporting data. Use graphs as an alternative to tables with many entries; do not duplicate data in graphs and tables. Avoid nontechnical uses of technical terms in statistics, such as “random” (which implies a randomizing device), “normal,” “significant,” “correlations,” and “sample”.

➤ **Discussion**

The Discussion should be concise and tightly argued. It should start with a brief summary of the main findings. It should include paragraphs on the generalizability, clinical relevance, strengths, and limitations of the study.

The following points may be wished to be discussed:

- How do the conclusions affect the existing knowledge in the field?
- How can future research build on these observations and what are the key experiments that must be done?



➤ **Conclusion**

The main conclusions of the study may be presented in a short conclusions section, which may stand alone or form a subsection of a discussion

➤ **Acknowledgments**

Those who have contributed to the work but did not meet the journal authorship’s criteria should be listed in the Acknowledgments with a description of the contributions they have made. Authors are responsible for ensuring that anyone named in the Acknowledgments agrees to be named.

JSID publicly acknowledge the indispensable efforts of our editors and reviewers on an annual basis. To ensure equitable recognition and avoid any appearance of partiality, editors or peer reviewers; named or unnamed are not included in the acknowledgments. Funding sources are also not included in the Acknowledgments or anywhere else in the manuscript file. Funding information should only be entered in the financial disclosure section of the submission system.

➤ **Author’s contributions**

The contributions or roles of authors in conception of the study, design of the study, data collection, data analysis and write up of the manuscript are specified.

➤ **References**

Any and all available works can be cited in the reference list. Acceptable sources include:

- Published or accepted manuscripts
- Manuscripts on preprint servers, providing the manuscript has a citable DOI or arXiv URL.

Do not cite the following sources in the reference list:

- Unavailable and unpublished work, including manuscripts that have been submitted but not yet accepted (e.g., “unpublished work,” “data not shown”). Instead, include those data as supplementary material or deposit the data in a publicly available database.



- Personal communications (these should be supported by a letter from the relevant authors but not included in the reference list)

The Harvard or parenthetical style of referencing is used by the Journal of Science and Inclusive Development. In the text, reference should be quoted by the authors name and year of publication. The list of references in the reference section should be in alphabetic order.

➤ **Formatting references**

Because all references will be linked electronically as much as possible to the papers they cite, proper formatting of the references is crucial.

**Table 5** Format of references

Source	Format
Published articles	<p>Hou WR, Hou YL, Wu GF, Song Y, Su XL, Sun B, et al. 2011. cDNA, genomic sequence cloning and overexpression of ribosomal protein gene L9 (rpL9) of the giant panda (<i>Ailuropoda melanoleuca</i>). <i>Genet Mol Res.</i>; 10: 1576-1588.</p> <p>Devaraju P, Gulati R, Antony PT, Mithun CB, Negi VS. 2014. Susceptibility to SLE in South Indian Tamils may be influenced by genetic selection pressure on TLR2 and TLR9 genes. <i>Mol Immunol.</i> 2014 Nov 22. pii: S0161- 5890(14)00313-7. doi: 10.1016/j.molimm..11.005.</p> <p><i>Note:</i> A DOI number for the full-text article is acceptable as an alternative to or in addition to traditional volume and page numbers. When providing a DOI, adhere to the format in the example above with both the label and full DOI included at the end of the reference (doi: 10.1016/j.molimm.2014.11.005). Do not provide a shortened DOI or the URL.</p>
Accepted, unpublished articles	Same as published articles, but substitute “Forthcoming” for page numbers or DOI.
Online articles	Huynen MMTE, Martens P, Hilderlink HBM. 2005. The health impacts of globalisation: a conceptual framework. <i>Global Health.</i> 1: 14. Available from: <a href="http://www.globalizationandhealth.com/content/1/1/14">http://www.globalizationandhealth.com/content/1/1/14</a>
Books	Bates B. 1992. <i>Bargaining for life: A social history of tuberculosis.</i> 1st ed. Philadelphia: University of Pennsylvania Press;
Book chapters	Hansen B. 1991. New York City epidemics and history for the public. In: Harden VA, Risse GB, editors. <i>AIDS and the historian.</i> Bethesda: National Institutes of Health; pp. 21-28.



Table 5 cont....

Deposited articles (preprints, e-prints, or arXiv)	Krick T, Shub DA, Verstraete N, Ferreiro DU, Alonso LG, Shub M, et al. 1991. Amino acid metabolism conflicts with protein diversity;. Preprint. Available from: arXiv: 1403.3301v1. Cited 17 March 2014.
Published media (print or online newspapers and magazine articles)	Fountain H. For Already Vulnerable Penguins, Study Finds Climate Change Is Another Danger. The New York Times. 29 Jan 2014. Available from: <a href="http://www.nytimes.com/2014/01/30/science/earth/climate-change-taking-toll-on-penguins-study-finds.html">http://www.nytimes.com/2014/01/30/science/earth/climate-change-taking-toll-on-penguins-study-finds.html</a> Cited 17 March 2014.
New media (blogs, web sites, or other written works)	Allen L. Announcing PLOS Blogs. 2010 Sep 1 [cited 17 March 2014]. In: PLOS Blogs [Internet]. San Francisco: PLOS 2006 - . [about 2 screens]. Available from: <a href="http://blogs.plos.org/plos/2010/09/announcing-plos-blogs/">http://blogs.plos.org/plos/2010/09/announcing-plos-blogs/</a> .
Masters' theses or doctoral dissertations	Wells A. 1999. Exploring the development of the independent, electronic, scholarly journal. M.Sc. Thesis, The University of Sheffield. Available from: <a href="http://cumincad.scix.net/cgi-bin/works/Show?2e09">http://cumincad.scix.net/cgi-bin/works/Show?2e09</a>
Databases and repositories (Figshare, arXiv)	Roberts SB. QPX Genome Browser Feature Tracks; 2013 [cited 2013 Oct 5]. Database: figshare [Internet]. Available from: <a href="http://figshare.com/articles/QPX_Genome_Browser_Feature_Tracks/701214">http://figshare.com/articles/QPX_Genome_Browser_Feature_Tracks/701214</a>
Multimedia (videos, movies, or TV shows)	Hitchcock A, producer and director. Rear Window [Film]; 1954. Los Angeles: MGM.

➤ **Supporting Information**

Authors can submit essential supporting files and multimedia files along with their manuscripts. All supporting information will be subject to peer review. All file types can be submitted, but files must be smaller than 10 MB in size.

Authors may use almost any description as the item name for a supporting information file as long as it contains an “S” and number. For example: “S1 Appendix” and “S2 Appendix,” “S1 Table” and “S2 Table,” and so forth.

Supporting information files are published exactly as provided, and are not copyedited.

Supporting information captions

List supporting information captions at the end of the manuscript file. Do not submit captions in a separate file.

The file number and name are required in a caption, and we highly recommend including a one-line title as well. You may also include a legend in your caption, but it is not required.

Example caption

S1 Text. Title is strongly recommended. Legend is optional.



## ➤ Figures and Tables

### Figures

Figures in the main manuscript file have to be included at initial submission. If the manuscript reaches the revise stage, prepare and submit each figure as an individual file.

Cite figures in ascending numeric order at first appearance in the manuscript file.

### Figure captions

Insert figure captions in manuscript text, immediately following the paragraph where the figure is first cited (read order). Don't include captions as part of the figure files themselves or submit them in a separate document.

At a minimum, include the following in your figure captions:

- A figure label with Arabic numerals, and "Figure" abbreviated to "Fig" (e.g. Fig 1, Fig 2, Fig 3, etc). Match the label of your figure with the name of the file uploaded at submission (e.g. a figure citation of "Fig 1" must refer to a figure file named "Fig1.tif").
- A concise, descriptive title

The caption may also include a legend as needed.

### Tables

Cite tables in ascending numeric order upon first appearance in the manuscript file.

Place each table in your manuscript file directly after the paragraph in which it is first cited (read order). Do not submit your tables in separate files.

Tables require a label (e.g., "Table 1") and brief descriptive title to be placed above the table.

Place legends, footnotes, and other text below the table.

### 1.3. Summary of submission requirements

The manuscript submitted to JSID shall include the following:

- ✓ Manuscript Title
- ✓ Author names, affiliations, academic degree and contact address (E-mail, telephone, country) (indicating corresponding author)
- ✓ Covering letter
- ✓ Abstract
- ✓ Introduction
- ✓ Materials and Methods



- ✓ Results/Findings
- ✓ Discussion
- ✓ Conclusion
- ✓ Acknowledgments
- ✓ Author's contributions
- ✓ References
- ✓ Supporting Information (Optional)
- ✓ Suggested reviewers (At least two)
  - Full names
  - Academic qualification
  - Field of specialization
  - Academic rank
  - Affiliation
  - E-Mail
  - Telephone
  - Country
- ✓ Opposed reviewers (Optional)
  - Full names
  - Academic qualification
  - Field of specialization
  - Academic rank
  - Affiliation
  - E-Mail
  - Telephone
  - Country