



AUTHOR INFORMATION PACK

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1. Journal Description:

Current Research Journal of Pharmaceutical and Allied Sciences (CRJPAS) is a multidisciplinary peer reviewed open access International Journal. The Journal publishes online original research and review articles pertaining to area of specialization in the field of pharmaceutical and allied sciences. The Journal welcomes all manuscripts on the strict condition that the works should have not been published elsewhere, or in press nor are they under any consideration for publication elsewhere that will produce conflict of interest. The Journal employs a strict plagiarism detection system. By submitting your manuscripts to the Journal, signify that the authors have accepted the agreement for plagiarism screening.

CRJPAS is an official journal of Girijananda Chowdhury Institute of Pharmaceutical Science (India) and will be particularly aimed to globally strengthen the research and development in the field of pharmaceutical sciences and allied areas related to pharmacy.

The Journal will publish research/review/short-communications articles related to the following current areas:

Pharmaceutics, Pharmaceutical technology, Pharmacology, Pharmacognosy/Natural products, Pharmaceutical/Medicinal Chemistry, Pharmaceutical Analysis, Novel drug delivery system, pharmacokinetics, pharmacodynamics, genomics, bio-informatics, microbiology, biochemistry, biotechnology etc.

The following criteria's will be applied for immediate rejection:

- The manuscript which does not fall into any of the areas of interest of the Journal.
- The manuscript which is too preliminary, reporting e.g. activity data without comparison to a reference, or without a positive control, or inappropriate statistical inference etc.
- Manuscript with maximum typographical and grammatical errors.

2. OBJECTIVES

- 2.1. To provide a basic platform for various eminent academicians/researchers/scientists to interact related with the novel research in the field of pharmaceutical and allied sciences.
- 2.2. To promote the basic knowledge and aptitude thereby solving the problems faced in the manufacturing, processing, optimization and formulation of drugs.
- 2.3. To foster and execute quality research articles free from plagiarism, by maintaining timely peer reviewed reviewing process.

3. JOURNAL PUBLISHING POLICY

3.1. JOURNAL ETHICS & POLICY

3.1.1. General information:

- 3.1.1.1. All manuscripts shall be submitted via. online process of the Journal (www.crijpasonline.com).
- 3.1.1.2. All manuscripts shall be screened for preliminary phase. Manuscripts with low quality will be rejected by the editors and shall not be passed to the reviewing stage.
- 3.1.1.3. The manuscript which passes the preliminary stage will be assign a specific manuscript number and will be subjected to at least 2 reviewer's expertise in the particular field.
- 3.1.1.4. Based on the comments of the reviewers the manuscript will be decided for improvement/ re-submission or it can be rejected as per the Journal policy.
- 3.1.1.5. Manuscripts which need to be improved shall be given a speculated time (approx. 1 month) for re-submitting the revised manuscript to the Journal. Two reminders will be sent to the corresponding author in case for late submission, failure of which the manuscript will remain rejected.
- 3.1.1.6. Revised manuscript will again be subjected for reviewing process, until the reviewers accept and declare the final revision of the manuscript.

3.1.2. Animal and clinical studies ethics

- 3.1.2.1. Research incorporating experimental animal models must strictly state in the **Methods** section that the research was conducted after the prior approval and acceptance of the institutional animal ethical committee or equivalent authorized body and shall also state in accordance with the internationally accepted principles for laboratory animal. The reference number of the letter of acceptance from the committee/authorized body shall also be stated in the method section.

3.1.2.2. Investigation performing clinical trials on human subjects must state in the **Methods** section that the research performed was done following the guidelines of the Declaration of Helsinki and Tokyo for humans, and was approved by the institutional human experimentation committee or equivalent, and authorized informed consent was obtained which shall be produced to the Journal when required. For any doubts appeared before the editors in relevant to the animal or human ethics, the Journal will directly reject the manuscript.

3.1.3. **Declaration of interest**

3.1.3.1. ***Conflict of interest:*** Authors who are interested to submit their manuscript to the Journal are requested to state and declare any conflict of interest related to any actual or potential matters pertaining to financial, personal, social or other relationships with other people or organizations. For no conflict of interest, the authors should simply state in the manuscript as in “*Authors report no conflict of interest*”

3.1.3.2. ***Submission declaration:*** Submission of manuscript to CRJPAS signifies that the authors accept the Journal’s policy and ethics and the work described has not been published elsewhere as full papers/articles (except in the form of an abstract or presented in any conferences/symposiums/workshop). The submitted article will be subjected to preliminary screening to check the duplicity and plagiarism. If any doubt arises related with the work, the Journal will directly reject the article.

3.1.4. **Changes to authorship or correspondent addresses**

Before submitting the manuscript the corresponding author along with the co-authors shall carefully check the list and order of authors provided with the affiliation locations of the work that was carried out. For any matters related with the addition/deletion/rearrangement/typological mistake, the Journal will only accept changes before the acceptance of the manuscript which later on won’t be entertained for any changes. To request such changes, the corresponding author with the consent of the co-authors shall write to the Editor stated the following particulars:

- (i) The reason for the change in author list
- (ii) Written confirmation (e-mail, letter) from all co-authors that they agree with the addition/removal/rearrangement/typological errors.

Only in some special and exceptional circumstances, the Editor will consider changes in relevant to the addition/deletion/rearrangement/typological errors of authors after the manuscript has been accepted. However, the manuscript shall remain delayed for publication for such circumstances.

3.1.5. **Copyright agreement for publishing the article**

Upon the final acceptance of the manuscript, the author(s) will be asked to complete a 'Journal Copyright form' (Copyright format will be sent via email). The authors **need NOT** required to initially send the copyright form until and unless their manuscript has been provisionally accepted by the Journal management committee. Upon acceptance, an e-mail will be sent to the corresponding author confirming receipt of

the manuscript together with a 'Journal Copyright form'. The particulars of the copyright form shall be carefully signed by all the co-authors and send to the Journal e-mail address (editor-cripas@gips-guwahati.ac.in) for further processing of their article.

3.1.6. Acknowledgements and role of the funding source

At the time of preparation of the manuscript the authors are advised to state the brief information for the role of the funding sources (with their grant number) related with the financial support provided during the tenure of the work. In addition, the authors can also state the role of any collaborators who directly or indirectly contribute to the development of the manuscript, ranging from the study design, analysis and interpretation of data, writing of the report, and in the decision to submit the article for publication. If the funding source(s) or collaborators had no such involvement then kindly state '*No funding was provided for this work*'.

3.1.7. Language (usage and editing services)

The authors should thoroughly compile the manuscript in internationally accepted English language (American or British usage is accepted, but not a mixture of these). For grammatical check, the authors are advised to subject their manuscript via online software for grammatical/spell check available in the internet.

4. GUIDELINES FOR AUTHORS

4.1. Introduction

Manuscripts submitted to the journal will be accepted on the basis that:

- (a) They are subject to peer self reviewed in terms of grammatical and typological errors.
- (b) They have not been and will not be published in whole or in part in any other journal.
- (c) The strict recommendations of the ethical guidelines as accepted principles for the use of experimental animals that describe experiments which have been carried out under approval of an institutional or local ethics committee.

4.2. Type of Articles

(A) Research articles: The original research articles will be considered whose length is not limited and should include the Title, abstract, materials and methodology, Results, Discussion, Conclusions, Acknowledgements, Conflict of interest and References.

(B) Review articles: The review articles will be considered whose length is not limited but the whole manuscript must be clearly presented with novel innovations and ideas.

(C) Short communication articles: Original research concise articles/reports whose length is limited to 3-4 printed pages (2000-3000 words including Title, abstract, materials and methodology, Results, Discussion, Conclusions, Acknowledgements, Conflict of interest and References).

(D) Letter to editors: The Journal welcomes letters of suggestions related to innovative ideas and knowledge pertaining to the development and smooth function of the Journal.

4.3. Preparation of Manuscript

The manuscripts should be written clearly in Microsoft word format and should be submitted by online system (www.crijpsonline.com). The text should be written in single-column format. Try to keep the layout of the text as simple as possible and do not use the word processor's options to justify text or to hyphenate words. However, it is more acceptable to use bold face, italics, subscripts, superscripts etc. When preparing tables, if you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns.

4.3.1. Article structure (systematic format)

(A) Title page:

- *Title:* The title of the manuscript should be concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.
- *Authors name and affiliations:* All the authors including the corresponding author shall provide their full names (First, middle and last name) below the title of the manuscript. Present the authors' affiliation addresses (where the actual work was done) below the names. If the article is collaboration works which bears authors from different departments/institute/university, kindly categorise and provide the specifications of each author's affiliations by assigning a lower case superscript letter system after every author's name (eg. James Simpson^a, Fin Lui Chan^b).
- *Corresponding author with affiliation:* The manuscript must be submitted by the person who is the sole in charge of correspondence at all stages of the reviewing process, production, and post-publication. The corresponding author should provide his/her name, designation, affiliation, phone numbers (with country and area codes), e-mail address and the complete postal address. Contact details of the other authors must be kept up to date by the corresponding author.

(B) Abstract with keywords:

The abstract should be written clearly, concise and limited to 300 words. The abstract should state the purpose of the research/review, the principal results and an informative conclusion. Abstract for research articles can be divided into Aim & objective, material and methods, results, conclusion. However, for review articles it can be represented in a single informative paragraph.

Keywords: Input not more than six key words. These keywords should be informative and will help the Editors to categorize your article accurately and process it more quickly. Avoid abbreviations, plural terms and multiple concepts for keywords.

(C) **Manuscript:**

Note: Divide your articles headings clearly into sections and subsections. Sections should be numbered in numerical (eg. 1, 2, 3, 4.....); whereas subsection of each section should be represented in numerical (eg. 1.1, 1.2, 1.3.....2.1, 2.2, 2.3, 2.4.....). For multiple subsections the authors can extended the numerical representation such as 1.1.1., 1.1.2., 1.1.3. Each heading should appear on its own separate lines.

- **Introduction**

Introduction bears the statement of the background of the work which provides the objectives and informative co-relations of the works based on cross-referencing. The authors should avoid the detailed literature survey which is unnecessary.

- **Material and methods**

This section provides the detailed structure of the manuscript to allow the work to be reproduced clearly. Methods already published elsewhere should be indicated by a reference. This section also bears any representation of the methodological formulae used for calculations. Statistic analysis if any should be written clearly.

- **Results**

The result section should be concisely written. Indicate the table and Figure number at specified area of the text. Tables and figures should be represented and attached separately from the manuscript. They can be separately supplied as different files.

Figures artwork: Figures should be clearly supplied which can be either in JPEG or TIFF images. The resolution of the figures should not be less than 300 dpi. Each figure should bear a caption/legend and a number at the specified path.

Table: Table should be simple and justifiable and should bear a caption/legends provided with a table numbers at the specified path.

- **Discussion**

This section should represent the significance of the results of the work. A combined Results and Discussion section is often appropriate and acceptable. Avoid extensive citations and discussion of published literature. Only use the relevant references that support the work with a reproducible co-relation.

- **Conclusion**

The main conclusions of the study may be presented in short and should be concise and informative. The conclusion should be supplied based on the present research with justifiable future perspective.

- **Acknowledgements**

This section bears various categories of support such as the funding sources of the work supplied with the funding grant numbers if any, list of the individuals with affiliations who provided help and support during the research.

If no funding has been provided for the research, please include the sentence '*No funding was provided for the present research.*'

- **Conflict of interest**

There should be no conflict of interest in respect with the manuscript submitted. For any conflict of interest, the authors should disclose any actual or potential conflict of interest including any financial, personal or other relationships with other people or organization in relation with the work done. However, if there is no conflict of interest, the authors should write the following sentence at the specified path (**Authors report no conflict of interest**).

- **References**

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. If these references are included in the reference list they should follow the standard reference style of the journal and should include a substitution of the publication date with either 'Unpublished results' or 'Personal communication'. Citation of a reference as 'in press' implies that the item has been accepted for publication and a copy of the title page of the relevant article must be submitted.

Reference in the text should be cited as follows:

- (a) *Single author*: The author names (without initials) and the year of publication (eg. Simpsons, 2016)
- (b) *Two authors*: the author names (without initials) and the year of publication (eg. Simpsons & Sharma, 2016)
- (c) *Three or more authors*: First author name followed by 'et al.' and the year of publication. (eg. Simpsons et al., 2016).

Journal Reference style:

(a) Journal:

Gonzalez J, Hawards NK, Lupton RA. Antidiabetic activity of some medicinal plants from brazil. *J. Ethnopharmacol.* 2010; 163: 51–59.

(b) Book:

Latimer KS, Mahaffey EA, Prasse KW. *Patología Clínica Veterinaria*, 4th ed. Multimédica Ediciones Veterinarias, Barcelona. 2015: pp 104.

(c) Patents:

Roberts MS, Jiang R, Bezanhtak K, Davey GA, Davidson GA. Oral paracetamol formulations. Patent Number: US8216610B2, 2014.

(d) Web reference:

Higgins JPT, Green S. *Cochrane Handbook for Systematic Reviews of Interventions*. 2011. Available at <http://handbook.cochrane.org>. [Last accessed 07 March 2011].

(D) Checklist for submitting a manuscript

The author should carefully checked all necessary files as shown below before submitting to the Journal:

- ✓ **Cover letter**
- ✓ **Title page** bearing title of the article, names of all the author(s) and affiliations of all the author(s), name of the corresponding author with designation, affiliation, postal address, email, fax and phone number.
- ✓ **Abstract** with **keywords**.
- ✓ **Manuscript** page with **references**.
- ✓ **All tables** (including title, description, footnotes).
- ✓ **All figures** (including figure captions).
- ✓ **Supplementary files** (*if any*).

(E) After acceptance of the manuscript

Online proof correction

Upon the acceptance of the manuscript, the corresponding author will receive a copy of the galley proof *via* the Journal e-mail. The environment of the document will be in pdf format. The corresponding author shall be allowed to make minimum changes on the final galley proof pdf manuscript. For major changes, the article will again be subjected for reviewing process as per the Journal rules and regulations. Please ensure proper specifications at the appropriate area of changes/corrections. The final and revised (pdf) manuscript as per the author's final correction shall be submitted to the Journal website/e-mail within 72 hours. It is important to ensure that all corrections are sent back to us in one communication. Please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility. Note that the Journal may have the right to proceed with the publication of your article if no response is received within the stipulated time given or after a reminder letter from the managing editorial committee.

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