



GUIDE FOR AUTHORS

I. General Information and Terms & Conditions:

Vetscan is a peer-reviewed journal publishing research and review in veterinary sciences.

- a) The journal publishes papers dealing with the various branches of veterinary sciences covering domestic and non-domestic mammals, birds, reptiles, and fish.
- b) *VetScan* publishes only materials that have never been published or are being submitted for publication elsewhere. The exception would be publication in scientific conference proceedings with limited circulation or under circumstances explained to the Editorial office in writing when the work is submitted.
- c) All submissions will be reviewed by at least 2 anonymous reviewers to evaluate them for originality, clear statement of a hypothesis, experimental design appropriate for the hypothesis, completeness of methods, thoughtfulness of the discussion and conclusions that are supported by data. Authors may name up to 5 potential reviewers and must provide complete contact information, however the Editors retains the right to assign different reviewers as deemed appropriate.
- d) *Vetscan* reserves the right to accept or reject a manuscript at any stage without assigning any reason thereof.

- e) Vetscan makes no prediction or provides no guarantee of the amount of time it would take for a manuscript from submission to publication. The publishing queue is governed by numerous factors like availability of resources, availability of reviewers, nature of manuscript, editorial preferences and issue level preferences. Any author who wishes to withdraw a submission may do so by sending a written request to Vetscan signed by all authors who originally signed the author declaration.
- f) Legal disputes if any are subject to jurisdiction of courts in Srinagar, Kashmir only.
- g) Your submission means that you have read, understood and agree to these terms and conditions.

II. Types of contribution

1. Original Research Papers (Regular Papers)
2. Review Articles
3. Short communications
4. Case reports
5. Technical Notes

Original Research Papers should report the results of original research. The material should not have been previously published elsewhere, except in a preliminary form.

Review Articles should cover subjects falling within the scope of the journal, which are of active current interest. They may be submitted or invited.

Technical Notes are concise but complete descriptions of a limited investigation, which will not be included in a later paper, describing some innovative technical aspects of methods related to the topic of the journal. Technical Notes should be as completely documented as an Original Research Paper, with special attention to the description of experimental procedures employed.

III. Submission of manuscripts

Authors may submit their papers by using the manuscript management system by visiting <http://www.vetscan.co.in/manage/> in their browsers. The authors will need to register and follow all the steps for a successful submission, which will be verified by the system.

IV. Copyright:

Submission of an article is understood to imply that the article is original and is not being considered for publication elsewhere. Submission also implies that all authors have approved the paper for release and are in agreement with its content, and that any person cited as a source of personal communications has approved such citation. It is understood that materials accepted for publication reflect the opinion(s) of the author(s) and should not be construed to represent the opinion of the Editor, the Editorial Board or the Publisher. **All manuscripts are required to be accompanied by a letter duly signed by all the authors indicating the following:** (vide e-mail, please send a scan of the letter)

- 1) A request to have the manuscript (with title clearly mentioned), published in VetScan and
- 2) An undertaking to the tune that the manuscript has not been published before {see I (b)} and to provide VetScan with the copyrights for the manuscript if published. (Download the declaration form at <http://vetscan.co.in/pdf/declaration.pdf>)

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As an author you (or your employer or institution) may do the following:

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- post a pre-print version of the article on Internet websites including electronic pre-print servers, and to retain indefinitely such version on such servers or sites
- post a revised personal version of the final text of the article (to reflect changes made in the peer review and editing process) on your personal or institutional website or server, with a link to the journal homepage (i.e. to <http://www.vetscan.co.in>)
- present the article at a meeting or conference and to distribute copies of the article to the delegates attending such a meeting
- for your employer, if the article is a 'work for hire', made within the scope of your employment, your employer may use all or part of the information in the article for other intra-company use (e.g., training)
- retain patent and trademark rights and rights to any processes or procedure described in the article
- include the article in full or in part in a thesis or dissertation (provided that this is not to be published commercially)

- use the article or any part thereof in a printed compilation of your works, such as collected writings or lecture notes (subsequent to publication of your article in the journal)
- prepare other derivative works, to extend the article into book-length form, or to otherwise re-use portions or excerpts in other works, with full acknowledgement of its original publication in the journal

VI. Preparation of manuscripts

Authors should have their manuscripts reviewed before submission by persons who have advanced command of English spelling, grammar, syntax and semantics and who are familiar with scientific style.

1. Manuscripts should be written in clear, concise and grammatically correct English and formatted according to the instructions listed below. Authors whose native language is not English are strongly advised to have their manuscripts checked by an English-speaking colleague prior to submission. Manuscripts that do not conform to standard English style, usage and grammar, and/or which are not adequately prepared, will be returned to the authors for modification prior to scientific review.
2. Manuscripts should preferably contain numbered lines and with wide margins and double-spacing throughout, i.e. also for abstracts, footnotes and references. Every page of the manuscript, including the title page, references, tables, etc. should be numbered. However, in the text no reference should be made to page numbers; if necessary, one may refer to sections. Avoid excessive usage of italics to emphasize part of the text.
3. Manuscripts are required to be organized in the following order (arrangement of the sections may be modified for Reviews or Technical Notes after consultation with the Editor):
 - a) *Title Page* (to include):
 - Title, which should be clear, descriptive and not too long
 - Running title, not more than 48 characters
 - Names and professional affiliations of all author(s)
 - Current and complete postal addresses of all authors and affiliate institutions
 - Clearly indicated Corresponding author with complete correspondence information including mailing address, full telephone and fax numbers, and e-mail address to which proofs might be sent.
 - b) *Abstract*: not more than 250 words. The abstract should include the objective and main findings of the paper.
 - c) *Five keywords* (indexing terms)
 - d) *Introduction*: should acquaint the reader with the subject and justify the objective(s) of the research. There should be three parts to the introduction: first, a clear description of the nature and extent of the problem to be studied; second, a

- presentation of the pertinent research by others in the field of the study; and third, a statement of how the authors' study challenges, expands or improves the known material. The hypothesis or objective(s) addressed in the study must be clearly stated in the final paragraph.
- e) *Materials and Methods*: must contain enough information to allow another scientist to duplicate the study. Materials should be named specifically, including the manufacturer, city and state or country where the equipment or supplies were obtained. Descriptions of animals should include species, breed, sex, and age as well as husbandry methods, climate, photoperiod and geographic location of the study. A logical description of the experimental methods should follow and should include an explanation of the experimental design. Here, it may be useful to prepare a table or schematic diagram to explain procedures, such as how the animals were divided into groups or how samples were obtained. The method of statistical evaluation must be stated, the treatment and response variables identified, and assignment of experimental units into groups specified.
 - f) *Results*: must contain sufficient information to fully describe the outcome of the research. The use of tables and figures is encouraged, but use text to emphasize important points, to connect results with one another, and to restate the trend of the idea (the objective already mentioned in the INTRODUCTION). Tables and figures must contain enough information within them and in their respective titles or legends to be understandable without referring to the text.
 - g) *Discussion*: contains an explanation of the meaning of the results. The principles, relationships, and general truths shown by the results should be presented without retelling the results if at all possible. Exceptions or lack of correlation should be pointed out and unsettled points defined. Agreement or disagreement with previous work should be shown. The theoretical or practical implications of the work should be discussed. Finally, the major conclusions and implications should be stated in a brief paragraph.
 - h) *Acknowledgements*: and any additional information regarding research grants, etc.
 - i) *References*
 - j) *Tables*
 - k) *Figure captions*
 - l) *Conflict of Interest statements*.

Note

1. In typing the manuscript, titles and subtitles should not be run within the text. They should be typed on a separate line, without indentation. Use lower-case letter type.
2. SI units should be used.
3. If a special instruction to the copy editor or typesetter is written on the copy it should be encircled. The typesetter will then know that the enclosed matter is not to be set in type. When a typewritten character may have more than one meaning (e.g. the lower case letter l may be confused with the numeral 1), a note should be inserted in a circle in the margin to make the meaning clear to the typesetter. If Greek letters or uncommon symbols are used in the manuscript, they should be

written very clearly, and if necessary a note such as "Greek lowercase chi" should be put in the margin and encircled.

4. VetScan reserves the right of returning to the author for revision accepted manuscripts and illustrations that are not in the proper form given in this guide.

Tables

1. All tables should be referred to in the text by consecutive Arabic numerals (Table 1, Table 2, etc.).
2. Authors should take notice of the limitations set by the size and layout of the journal. Large tables should be avoided. Reversing columns and rows will often reduce the dimensions of a table.
3. If many data are to be presented, an attempt should be made to divide them over two or more tables.
4. Drawn tables, from which prints need to be made, should not be folded.
5. Tables should be numbered according to their sequence in the text. The text should include references to all tables.
6. Each table should be typewritten on a separate page of the manuscript. Tables should never be included in the text.
7. Each table should have a brief and self-explanatory title.
8. Column headings should be brief, but sufficiently explanatory. Standard abbreviations of units of measurement should be added between parentheses.
9. Vertical lines should not be used to separate columns. Leave some extra space between the columns instead.
10. Any explanation essential to the understanding of the table should be given as a footnote at the bottom of the table.

Illustrations

1. All illustrations should be referred to in the text by consecutive Arabic numerals (Fig. 1, Fig. 2, etc).
2. Units should be indicated in the figures.
3. Each illustration should be identified by its number and the name of the first author. An indication of the top of the illustrations is required in photographs of profiles, thin sections, and other cases where doubt can arise.
4. Illustrations should be designed with the format of the page of the journal in mind. Illustrations should be of such a size as to allow a reduction of 50%.
5. Make sure that the size of the lettering is big enough to allow a reduction of 50% without becoming illegible. The lettering should be in English. Use the same kind of lettering throughout and follow the style of the journal.
6. If a scale should be given, use bar scales on all illustrations instead of numerical scales that must be changed with reduction.
7. Each illustration should have a caption. The captions to all illustrations should be typed on a separate sheet of the manuscript.
8. Explanations should be given in the typewritten legend. Drawn text in the illustrations should be kept to a minimum.

9. Photographs are only acceptable if they have good contrast and intensity. Reproductions of photographs already printed cannot be accepted.
10. If, together with your accepted article, you submit usable color figures, remember that these figures appear free-of-charge in color in the electronic version of your paper.

Supplementary data

Include supplementary material to support and enhance your scientific research. Supplementary files offer the author additional possibilities to publish supporting applications, movies, animation sequences, high-resolution images, background datasets, sound clips and more. Supplementary files supplied will be published online alongside the electronic version of your article. You may need to contact VetScan further to discuss the possibilities and technicalities associated with inclusion of such supplementary material.

References

1. All publications cited in the text should be presented in a Reference section immediately following the Acknowledgements.
2. References in the text should be indicated by Arabic numerals in brackets (with multiple citations separated by a comma with no space between comma and next citation, and three or more consecutive citations separated by a hyphen) and should be listed in the Reference section in numerical order with reference number enclosed in brackets.
3. References should use the following style:
 - i) *For periodicals*
Connor EE, Ashwell MS, Dahl GE. Characterization and expression of the bovine growth hormone-releasing hormone (GHRH) receptor. *Domest Anim Endocrinol* 2002;22:189-200.
 - ii) *For books*
Betteridge KJ. Embryo Transfer. In: *Reproduction in Domesticated Animals*, King GJ (Ed.), World Animal Science B9, Elsevier B.V., 1993, pp. 413-418.
 - iii) *For multi-author books*
Van Zutphen LFM, Baumans V, Beynen AC. *Principles of Laboratory Animal Science*, Revised Edition. Elsevier B.V., 2001.
4. Abbreviate the titles of periodicals mentioned in the list of references in accordance with BIOSIS Serial Sources, published annually by BIOSIS.
5. In the case of publications in any language other than English, the original title is to be retained. However, the titles of publications in non-Latin alphabets should

- be transliterated, and a notation such as "(in Russian)" or "(in Greek, with English abstract)" should be added.
6. Work accepted for publication but not yet published should be referred to as "in press".
 7. References concerning unpublished data and "personal communications" should not be cited in the reference list but may be mentioned in the text.

Style notes

The following words, phrases, abbreviations, and stylistic conventions are to be used when writing the manuscript.

- Avoid the word "injected," (e.g., "Cows were injected with PGF₂") but include the generic name, proprietary name, dosage and route of administration (e.g., "Cows were treated with prostaglandinF₂ [Lutalyse 25 mg im]").

Use the rules as in these expressions:

- palpated per rectum, not by rectal palpation.
- nucleus transfer, not nuclear transplant.
- estrus (noun) synchronization, but, estrous (adjective) behavior.
- 120 to 125, not 120-125. Treatment by period, not treatment X period.
- gravity: 100 X g, but, magnification: X 100.
- identification number of an animal: No. 10, but (number of) 30 animals: n = 30.
- day 3, but, 3 days (3 d).

Use the standard definitions as in vogue.

Abbreviations:

Never use an abbreviation to start a sentence. Some abbreviations may be used anywhere else, including the manuscript's title and figure and table titles and legends, without definition; others may not be used in the title, but may be used in the text without definition. In general, abbreviations must be defined when used for the first time (this may be avoided in the ABSTRACT if necessary to conserve space). To make reading the paper more pleasant, avoid using abbreviations and acronyms; instead use short synonyms, for instance: for "Cesarean section" instead of "CS" use "section" or "hysterectomy."

Units of Measure:

cpm - counts per min
Routes of treatment:
dpm - disintegrations per min
id – intradermal
g - gram
im – intramuscular
ga - gauge of hypodermic needle
iu – intrauterine
h - hour
iv - intravenous
kg - kilogram
sc – subcutaneous
L - liter
po – oral

mL - milliliter Statistical expressions:
vL - microliter CV - coefficient of variation
m - meter df - degrees of freedom
min - minute F - variance ratio
sec - second NS - not significant
v:v - volume ratio P – probability
wk - week SD - standard deviation
wt/vol - weight per volume SEM - standard error of the mean
yr - year r - correlation coefficient

Additional information:

1. For issues of style and format not addressed here, please consult *Scientific Style and Format: The CBE Manual for Authors, Editors, and Publishers, Sixth Edition*.
2. For spelling, word formation and divisions, plurals, possessives, meanings and usage, consult the CBE Manual or a current English language collegiate-level dictionary.
3. For conflicts between instructions in this Guide and any of the references, the Guide takes precedence. Do not hesitate to contact the Editorial Office in you have any questions about the preparation of your manuscript.

Footnotes

1. Footnotes should only be used if absolutely essential. In most cases it should be possible to incorporate the information into the normal text.
2. If used, they should be numbered in the text, indicated by superscript numbers, and kept as short as possible.

Nomenclature

1. Authors and editors are, by general agreement, obliged to accept the rules governing biological nomenclature, as laid down in the *International Code of Botanical Nomenclature*, the *International Code of Nomenclature of Bacteria*, and the *International Code of Zoological Nomenclature*.
2. All botica (crops, plants, insects, birds, mammals, etc.) should be identified by their scientific names when the English term is first used, with the exception of common domestic animals.
3. All biocides and other organic compounds must be identified by their Geneva names when first used in the text. Active ingredients of all formulations should be likewise identified.
4. For chemical nomenclature, the conventions of the *International Union of Pure and Applied Chemistry* and the official recommendations of the *IUPAC-IUB Combined Commission on Biochemical Nomenclature* should be followed.

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