



General Guidelines

Articles which are under consideration for publication in other journals/periodicals or which have already been published elsewhere should not be submitted. Articles should be written in English. Usage of correct English is the responsibility of the author. Before submission the manuscript should be proof-read for any possible linguistic and typographical errors. The manuscript should be submitted on numbered sheets.

PRESENTATION

1) **Title Sheet:** The title of the article, name(s) of the author(s) and the address(es) of the institution(s) where the work has been carried out should be typed on a separate page (title sheet). These details will be typeset to a standard format by the publisher. The name of the journal to which the article is submitted should be mentioned in the title sheet. The complete address, telephone number, fax number (if available) and e-mail ID of the corresponding author should also be given in the title sheet. In addition to the title of the article, a *running title* (short title) not exceeding 60 characters including spaces should be given in the title sheet.

2) The rest of the sections of the article should be arranged in the following order:

1. ABSTRACT (short, not exceeding 300 words, presented in a SINGLE paragraph)
2. KEYWORDS (minimum of 3 to 5 and a maximum of 10)
3. INTRODUCTION
4. For review articles, authors have full freedom in titling and arranging the sections following the INTRODUCTION. Whereas for original articles, we recommend the material following the INTRODUCTION to be brought under the section heads MATERIALS AND METHODS, RESULTS, DISCUSSION (or RESULTS AND DISCUSSION combined) and CONCLUSION
5. ACKNOWLEDGEMENTS (if any)
6. CONFLICT OF INTEREST STATEMENT
7. REFERENCES should come as the last section of the article.

Authors should check that every reference in the text appears in the list of references and vice versa. In the text, references to other papers or books should be cited using consecutive numbers in parenthesis (e.g.: [1, 2]) and they should be listed numerically in the last section.

Examples for citing references:

1. Nicotra, F., Panza, L. and Russo, G. 1987, *J. Org. Chem.*, 52, 5627.
2. Bluman, G. W. and Kumei, S. 1989, *Symmetries and Differential Equations*, Springer, New York.
3. Soker, N. and Sarazin, C. L. 1988, *Cooling Flows in Clusters and Galaxies*, A. C. Fabin (Ed.), Kluwer, Dordrecht, 367.
8. ABBREVIATIONS if any may be given either after the ABSTRACT section or just prior to the REFERENCES section.

PAGE LAYOUT

The entire text of the article should be submitted typed preferably in single-columns, in any column width. The text matter will be laid out in a double-column press-format by our technical personnel.

Text formatting details

Fonts: Please use Times New Roman, Arial, Times Roman or Times fonts as much as possible.

Font size: Fonts in general should be of the size of 10 points. Size of superscript and subscript characters should not be less than 9 points. Section headings (ABSTRACT, INTRODUCTION etc.) should be typed in 10 point bold font and be placed on a separate line. Scientific names should be in *10 point italics*.

Line spacing: The manuscript should be typed with single spacing between the lines.

Preparation of Tables

Numbering: All the tables should be numbered consecutively using Indo-Arabic numerals. The caption to each table should be given with the respective table. Care should also be taken to make sure that all the tables are referred to in the text.

Font size: The fonts used in tables should not be of size less than 10 points or 1 - 2 mm. If the table contains illustrations, for example structural formulae, the thickness of the lines should be at least 1 point.

Dimensions: Dimensions of tables should not exceed a width of 15 cm and a height of 20 cm inclusive of the table-caption. If the table exceeds these dimensions, it should be properly split such as to be accommodated in more than one page. Tables can be submitted either on separate sheets or be incorporated within the text itself.

Copyright issues: Tables taken from previously published work should accompany consent letters from the original publisher for re-publication.

Preparation of figures

Figures should be limited to material essential for the text.

Numbering: All the figures should be numbered consecutively using Indo-Arabic numerals. The legend to figures should appear directly below the respective figures. Please make sure that all the figures are referred to in the text.

Dimensions: Dimensions of figures should not exceed a width of 15 cm and a height of 20 cm. Figures may be submitted either on separate sheets or be incorporated within the text itself.

Copyright issues: Figures taken from data sources of previously published work should accompany consent letters from the original publisher for re-publication.

1. Line drawings

All lines in the line drawings should be of uniform thickness, and should not be less than 1½ points or 0.5 mm. The alphabetic and numeric characters used in the line drawings should not be less than 10 points in size.

2. Photographs/Micrographs

Photographs and micrographs should exhibit high contrast. As far as possible, the size of the photographs/micrographs should be limited to the minimum. This is to ensure maximum utilization of available print space. Photographs and micrographs that are to appear as a group should be mounted together.

3. Colour figures

Multicolour photographs/illustrations are acceptable, but would involve a reproduction charge. The electronic version of colour figures may be prepared and submitted in RGB (Red, Green, Blue) colourspace. RGB files would be used when the article is made available on the web and on CD-ROMs. However for the print process, RGB files will be converted to CMYK (Cyan, Magenta, Yellow, Black) colourspace.

Printing colour figures in black & white: We strongly recommend that figures to be printed in black-and-white be submitted in black-and-white and not in colour. Figures supplied in colour will have to be converted to greyscale when printed in black-and-white. When converted to greyscale, colours that displayed a clear difference before conversion may end up looking very similar and indistinguishable after conversion. This is true both for line and photographic images. The author should check the results of such a conversion prior to submission to make sure the figures exhibit the required contrast when printed in black-and-white.

Scanning and Conversion resolution for figures: Make sure that any figure placed into MS Office applications is at the appropriate minimum resolution: 300 dpi for photographs & micrographs, 500 dpi for combinations of photographs, micrographs & line drawings and 600 dpi for line drawings and greyscale figures.

Submission of the manuscript

The easiest way to submit the manuscript is to send it as an e-mail attachment to the e-mail address: editor@researchtrends.net. If multicolor reproduction of figures is involved, our print process section may request the hard-copy version of color figures later on.

Manuscripts should be submitted in one of the following formats.

- Microsoft Word document - doc (NOT docx)
- Rich Text

Manuscripts may also be submitted on CD-ROM by regular mail to **The Editor, Research Trends (P) Ltd., T. C. 8/1852(1), Parakovil Road, Thirumala (P.O.), Trivandrum - 695 006, India.** Prior to submission, please check the disk with a malware/virus detection program. Label the CD-ROM with the corresponding author's name and journal name.

Presentation and layout: Please use Times New Roman, Arial, Times Roman or Times fonts as much as possible. For presentation of mathematical characters please try to stick with fonts such as symbols, wingdings etc. available in the default installation of MS Windows operating system. These fonts are recommended because they are extensively used worldwide and hence insure PDF portability without font embedding. Other fonts (e.g. Chinese, Japanese and Korean (CJK) character fonts) should be avoided for ensuring PDF portability. Most formatting codes will be removed or replaced while processing the article. So there is no need for you to apply excessive layout styling. Avoid options such as automatic word-breaking, automatic hyphenation, automatic paragraph numbering (especially for numbered references), double-columns, etc. However, do use bold-face, italics, subscripts, superscripts, etc. Do not include any page-formatting instructions in the file. All of the text, tabular material and figures if any should be in one file, with the complete text first, followed by the tabular material and figures. If figures are present, they may as well be submitted as separate files in addition to the main single file of the manuscript. Ensure that all characters are correctly represented throughout the manuscript; for example, 1 (ones) and l (ells), 0 (zeros) and O (ohs). Carefully check the final copy for consistent notation and correct spelling. Our conversion software will faithfully translate any errors to the typeset copy. The general presentation and layout of the manuscript should be done as discussed earlier under the sections 'PRESENTATION' and 'PAGE LAYOUT'.

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