

# **Journal of Homoeopathy University (JHU)**

## **Guidelines for Authors**

The *Journal of Homoeopathy University (JHU)* (ISSN(s) 2456-8562) is a peer-reviewed journal published annually by Homoeopathy University, Jaipur, Rajasthan (India). Its objective is to present various aspects of homoeopathic education, research and practice before the profession.

The journal will encourage to publish scientific and evidence based studies in the field of Homoeopathy and invites medical particularly homoeopathy institutions, researchers, academicians and clinicians to share their knowledge and experience through this unique platform provided by the University. We endeavor to showcase their excellent work and contributions, through our journal, to the homoeopathy professionals, and students, besides the experts of the allied sciences.

### **GENERAL INFORMATION**

- The journal shall be published annually. Special issues(s) may be released to commemorate any special occasion(s).
- The manuscripts must be solely the works of the authors, must have not been previously published or under consideration of any other journal. The journal strongly discourages duplication/re-duplication of data already published in other journals even when certain cosmetic changes/additions are made. If and when duplication is detected after publication the journal will be forced to retract such articles.
- All papers submitted to JHU will undergo peer-review process and will be reviewed by the concerned experts. The comments of the reviewers shall be conveyed to the authors for compliance/ comments. All accepted papers will be suitably edited before publication. However, the decision of the Editorial Board of JHU regarding the publication of the article(s) or any other matter related to JHU is final.
- Articles contrary to the principles of Homoeopathy shall not be accepted.
- The articles of the scientists and academicians of both Homoeopathy and allied sciences as well as homoeopathy clinicians will be considered for publication.
- If any article is accepted but cannot be published in the forthcoming volume of JHU due to space constraint or other reasons, it may be considered for the next volume of the journal.

### **Areas of Publication**

The articles will be published in the Journal of Homoeopathy University on the following areas:

- Editorial
- *Education* (UG/PG/PhD)
  - Teaching methodology
  - Curriculum development
  - Lesson plan
  - Existing lacuna(e) and how to overcome
  - Community based education
- *Research*
  - Basic /Fundamental research
  - Drug Standardization
  - Drug Proving (Homoeopathic Pathogenetic Trials)
  - Clinical Verification
  - Clinical Research
- Medical Ethics (relating to Research, Practice & Publications)
- Case Reports
- Review articles (relating to Education, Research & Practice)
- Letters to Editor
- Research Updates
- Book Review

## SUBMISSION OF MANUSCRIPTS

All the manuscripts submitted for publication should include the following:

1. Covering letter
2. Manuscripts including tables/figures/photographs etc.
4. Statement on Conflict of interest and source of funding
5. Disclosure of correspondence(s) with other journal(s) and reviewers, if the article was previously submitted
6. Declaration form duly signed by all authors
7. Particulars of corresponding author (if the article is written by more than one author), i.e. name, designation, institution, email ID, mobile number etc.

Manuscript can be submitted by email, in addition to the hard copies.

### **Instruction regarding Appendices while submitting Manuscript**

#### ***Tables***

Please submit *tables* as editable *text* and not as photographs/ jpeg images. *Tables* should appear in the text; besides submit *tables* separately on separate page(s) at the end of manuscript for printing purpose. Number *tables* consecutively in accordance with their appearance in the text. Provide a short but self-explanatory *title* for each *table*, which should be placed above the *table*. Any explanatory information or description of symbols etc. used in the *table* should be explained below the *table* in legend.

#### ***Figures***

Figures include graphs, illustrative drawings/ pictures, images of laboratory reports, photographs of patients before – and-after treatment etc. Upload the images in JPEG format. Figures should be numbered consecutively in accordance with their appearance in the text. Title for the figures should be placed below each figure. Detailed explanations about figure should be placed below the figure in legend; be careful that explanations should not be made within the figure. When graphs are submitted the numerical data on which they are based should also be supplied. If photographs of patients are used in the article, their pictures must be accompanied by written permission to use their photographs. If a figure published elsewhere is included in the article, acknowledge the original source in reference and submit written permission from the copyright holder to reproduce the material.

*Final photographs for print:* Send sharp, glossy, un-mounted, color photographic prints, with height of 4 inches and width of 6 inches at the time of submitting the revised manuscript. Print outs of digital photographs are not acceptable. If digital images are the only source of images, ensure that the image has minimum resolution of 300 dpi or 1800 x 1600 pixels in JPEG/TIFF format. The Journal reserves the right to crop, rotate, reduce, or enlarge the photographs to an acceptable size.

## CATEGORIES OF MANUSCRIPTS

The **Journal of Homoeopathy University** will publish original papers on education, research, review articles, reports and letters to the editor etc. as stated earlier. Briefguidelines are given below:

*Original Research:* Such articles should be written in less than 3,000 words, but longer papers may be accepted if found suitable. *Abstract* of not more than 300 words must be included. The main body of the article should usually be organized containing *Introduction, Materials & Methodology, Results, Discussion and conclusion* etc., the details of which are given in the next section. Articles on qualitative and quantitative research; prospective /retrospective studies are welcome. All articles must clarify how the findings of the study will advance the existing knowledge on the subject concerned.

*Education:* These should be written generally in less than 1,000 words excluding *abstract* of not more than 250 words. The article should usually be organized including the sections Introduction, Discussion & Conclusion. These articles should enhance the existing knowledge on teaching methodology; curriculum development; lesson plan; existing lacuna(e) in the education domain and how to overcome etc.

*Review articles:* Such article should be written generally in less than 3,000 words, but should include preferably a *structured abstract* of not more than 250 words. Systematic or critical reviews are also welcome.

*Case Reports:* Such reports should contain usually less than 2,000 words excluding *abstract* of not more than 250 words. While writing case reports, the CARE guidelines/Hom-case guidelines should be followed.

Letter to the Editor: It may contain up to 400 words.

**Note:** while writing *references* for the above categories of articles, the *Vancouver style* should preferably be followed.

## PREPARATION OF MANUSCRIPT

### ❖ **Original Article**

- Word limit for an article is 3000 words including abstract except the clinical case histories where the limit is up to 2000 words and short reports which will have a word limit of 1000. However, flexibility is applicable on the size of article if justifiable. Text drafting should be with 1.5 spacing, on A4 size good quality white paper, in Times New Roman font & font size 12.
- The article has to be typed single-sided.
- Only British/American English is acceptable free from grammatical/spelling errors.
- Abbreviations and contractions should be defined in the text when first used.
- File type should be : TIFF/EPS/PDF/MS OFFICE
- **Lay out of the manuscript**
  1. Title of the manuscript
  2. Name(s) of author(s) [Full name (s) required]
  3. Department(s) and institution(s) of all authors with corresponding author's address, Phone No./Email ID
  4. Abstract
  5. Keywords
  6. Background/ Introduction
  7. Materials&Methodology
  8. Results
  9. Discussion
  10. Conclusion
  11. Acknowledgments
  12. References
  13. Appendices including:
    - Questionnaire
    - Assessment scale
    - Laboratory investigations reports
    - Images
    - Photographs, etc.

### **Title**

Title of each article should be brief, continuous (broken/ hyphenated titles are not accepted) and informative. It should not contain abbreviations, formulas/ jargons. Avoid title which have sensational words like novel work, miracle result etc. as well as waste words like investigations, observations etc.

### **Authors**

Below the title, name(s) of the author(s) should be given with superscript digits which should explain designation, qualification and institution of the author(s) in the subsequent lines. In case the article is written by more than one author, the name of the corresponding author of the article should also have an asterisk (\*) sign in superscript. Details of the corresponding author, i.e. name, designation, institution, address, email & telephone no. should appear at footer of the first page of the article.

*Eligibility for authorship[as per International Committee of Medical Journal Editors (ICMJE) recommendations]:*

1. Substantial contribution to the conception or design of the work and/or the acquisition, analysis, or interpretation of data for the work;
2. Drafting the manuscript or revising it critically;

3. Approval of the final version of the manuscript submitted for publication;
4. Accountable for all aspects of the work/ article, ensuring the accuracy or integrity of any part of the work.

### **Abstract**

*Abstract* is the mini version of the article and it may be written in *structured form* (within 300 words) or *unstructured form* (within 250 words). *Abstract* for *clinical trials, original research, systematic reviews, and meta-analyses* should be written in *structured format* against specific headings comprising of background/introduction, objectives, methodology, results, and discussion/conclusion. Abstract should be brief and indicate the scope and significant results of the paper. It should only highlight the principal findings and conclusions. Whereas for article related to education, an *unstructured abstract* in one continuous paragraph should be submitted. References should not be cited for the abstract.

### **Keywords**

A set of suitable keywords (up to 3-7) should be provided at the end of the Abstract. The keywords or terms should be significant as per the text of the article and only those keywords should be listed which are specific and essential for retrieving information about the article.

### **Background/ Introduction**

This section should be written in a way, which is accessible to readers, without specialist knowledge in that field. It should provide the background to the research including rationale and objectives of the study. Introduction section should contain what is known about the study, the existing gaps/ grey area(s) and why the study was undertaken. Brief review of the literature pertaining to the research topic should be done. Every statement of fact included in this section should be referenced.

### **Materials & Methodology**

The articles on homoeopathy research /clinical trials, must contain this section, which should provide information on the materials and methodology used for the study. It should provide place and duration of study, study design, materials and methodology including sample selection, and outcome assessment criteria etc. Ethical issues addressed in the study should also be mentioned. The particulars of the interventions/ co-interventions used in the study should be mentioned explicitly. It should also contain particulars of the study tools used, method of data collection and statistical tool used to analyse the data.

### **Results**

Results should be presented in the form of *text, tables, and figures*, where the most important findings should be reflected. Data written within the text should also locate the figure(s) or table(s) where the results can be found. But, same data should not be reflected both in *figures* and *tables*. The findings of the study should be analyzed by using appropriate statistical technique along with statements whether the results are significant or not.

### **Discussion**

In this section, discuss the results without repeating them (as they are already mentioned in Results section), i.e. mention the significant findings of the study whether they were expected or not. Results should be compared with previous similar studies (whether in agreement/ disagreement) with appropriate citations. The authors should frankly mention limitations as well as constraints faced during the study.

### **Conclusion**

*Conclusion* should be derived from the results & discussion but there should not be undesirable repetitions of the findings. Conclusions should be written responding to the 'Aim & objectives' and 'Research question' of the study. The main findings/ observations should be summarized concisely which should be consolidated with their applications and implications. Here, the researcher(s) may

suggest further researches to be taken up in the particular field, with different methodology or intervention(s). This section should state the scope of the results which need to be further explored.

### **Acknowledgments**

The persons who have provided specific scientific/ technical &/ or administrative assistance for the study, should be acknowledged, who are not included as authors of the manuscript. State all of the funding sources for the work, ensuring that the statement adheres to the guidelines provided by the funding institution. While acknowledging a person, of his/her specific contribution for the work/ article need to be mentioned.

### **References**

In biomedical sciences, 2 major citation styles are followed i.e. *Harvard system* and *Vancouver system*. However, *Vancouver system* needs to be followed for JHU.

In *Vancouver system*, *references* should be numbered consecutively in the order in which they are first mentioned in the *text*. At the end of the paper they should be listed in numerical order corresponding to the order of citation in the *text*. Identify references in text, tables, and legends by Arabic numerals as superscript in parentheses. Provide direct references to original research sources whenever possible. For further details please follow *Vancouver system for referencing* from website – <https://www.homoeopathyuniversity.org/>. However, brief statement is attached with the Guidelines.

### **Abbreviations**

Use only standard abbreviations since use of non-standard abbreviations can be confusing to readers. 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, and subsequently only the abbreviation can be used in the manuscript.

## **APPENDICES**

### **The following requirements are applicable for all types of articles:**

- **Conflict of interest**

A conflict of interest is a statement made by authors in case where authors or their institutions have financial or personal relationships with other people or organizations that could inappropriately influence (bias) their actions. A conflict can be actual or potential, and full disclosure is mandatory which should be submitted to Editor. In case of existing conflict of interest it should be disclosed on a separate sheet by all authors. For example, financial relationships (such as employment, consultancies, stock ownership or options, honoraria, patents, and paid expert testimony) are the most easily identifiable conflicts of interest. On the other hand, if the authors do not have any conflict of interest, it should be mentioned within the text of the article.

- **Certificate of authorship**

Please ensure that all authors should give undertaking in the prescribed format (enclosed as *Annexure - 1*) indicating their consent to be co-authors in the sequence indicated on the title page.

- **Copyright transfer agreement**

Please ensure that all authors sign a transfer of copyright agreement in the prescribed format (enclosed as *Annexure - 2*).

- **Proof and reprints**

Accepted manuscripts will be sent to the corresponding author either through email or by post for proof reading. Corresponding author should reply for the same within 7 days of receipt of proof copy. In case of failure to respond within prescribed time, it will be assumed that the authors have no objection to the edited article, and editors have all the rights to print the article, in the same form.

❖ **Case Reports:**

Cases reports should be concise (maximum 2000 words) which should be well presented. New, interesting and rare cases will be preferred. They should address unique therapeutic and/ or management of the particular case. Cases with clinical significance or implications will be given priority. Case report should have the following headings: Abstract (unstructured), Keywords, Introduction, and Case report, Discussion, References, and Tables/ figures, pre-/post-treatment evidences etc. Case Reports could be authored by up to four authors. For writing Acknowledgments, References, Abbreviations and Appendices for case report follow earlier mentioned instructions under same headings in Original Article section.

❖ **Other articles:**

The guidelines for writing other types of articles are given separately in following table:

**Guidelines to follow for different types of Research/ Publications**

<b>Guidelines</b>	<b>Area of applicability in Research</b>
<b>CONSORT</b> (CONsolidatedStandards of Reporting Trials)	Parallel group randomized trials
<b>RedHOT</b> (Reporting Data on Homoeopathic Treatments) – A Supplement to CONSORT	Clinical trials in homoeopathy
<b>CARE</b> (CAseREport)	Clinical case reporting guidelines
<b>HOM-CASE:</b> A supplement to CARE guidelines	Guidelines for homoeopathy clinical case reports
<b>STROBE</b> (Strengthening the Reporting of Observational studies in Epidemiology)	Observational studies
<b>PRISMA-P</b> (Preferred Reporting Items for Systematic Review and Meta-analyses Protocols)	Systematic Review and Meta-analysis
<b>ARRIVE</b> (AnimalResearch: Reporting of InVivo Experiments)	AnimalResearch
<b>SPIRIT</b> (Standard Protocol Items: Recommendations for Interventional Trials)	Clinical trials
<b>REHBaR</b> (Reporting experiments in homoeopathic basic research)	Basic research in homoeopathy
<b>SQUIRE</b> (Standards for Quality Improvement Reporting Excellence)	Publication guidelines for quality Improvement in healthcare

**Certificate of Authorship and Originality**

We, the undersigned, hereby declare/ undertake to the following effect with regard to our article entitled -----

-----submitted for publication in Journal of Homoeopathy University (JHU), that:

1. The article mentioned above has not been published or submitted elsewhere for the purpose of publishing; (if published, submitted or accepted for publication in any form in any other journal, it shall be submitted for the purpose of re-printing only).
2. I/We contributed towards i) conception, study design, analysis and interpretation of data; ii) drafting the article and revising critically; iii) final approval of the version to be published.
3. I/We also ensure that the authorship of this article will not be contested by anyone whose name(s) is/are not listed in the manuscript.
4. I/We agree to the authorship of the article in the following sequence:

Authors' names (in sequence)	Signature of authors
a) _____	_____
b) _____	_____
c) _____	_____
d) _____	_____
e) _____	_____
g) _____	_____

**Note:**

- All authors must sign in this form independently in the sequence given above. In case an author has left the institution/country or whose whereabouts are not known, the senior author may sign on his/her behalf.
- No addition/deletion/change in sequence of authorship will be permissible at a later stage, unless a valid reason is furnished and the Editorial Board permits.



**Copyright Transfer Agreement**

The authors hereby agree as follows:

**Title of the manuscript:** .....

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- I/We hereby transfer, assign, or otherwise convey all copyright ownership, including any and all rights incidental thereto, exclusively to the Journal of Homoeopathy University (JHU), in the event that the manuscript is published by the Journal. The Journal shall own the work, including copyright; the right to grant permission to republish the article in whole or in part, with or without fee; the right to produce preprints or reprints and translate into languages other than English for sale or free distribution; and the right to republish the work in a collection of articles in any other mechanical or electronic format.
- We give the rights to the corresponding author to make necessary changes as per the comments of the reviewers/ editors the journal, do the rest of the correspondence on our behalf and he/she will act as the guarantor for the manuscript on our behalf.
- All persons who have made substantial contributions to the work reported in the manuscript, but are not included as authors, are named in the *Acknowledgments* and have given me/us their permission to be named.

<b>Authors' name (in sequence)</b>	<b>Signature of authors</b>	<b>Date signed</b>
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____
6 _____	_____	_____

## Checklist

1. Covering letter
  - Signed by corresponding author
  - Source of funding mentioned
2. Authors
  - Surname, First name, Middle name (provided where applicable)
  - Details of author for correspondence, with e-mail address provided
3. Certificate of authorship
4. Copyright transfer Certificate
5. Title page
  - Title of article
  - Running title provided
6. Abstract page
  - Abstract
  - Keywords
7. Manuscript of article
8. Check for Annexures/ Appendices

**Note: Homoeopathy University has taken some inputs from the recommendations of *International Committee of Medical Journal Editors (ICMJE)* while preparing these guidelines for writing manuscript for publication. [Available from: <http://www.icmje.org/recommendations/>]**

## **Instructions for Vancouver System referencing**

### **How to cite in the text following Vancouver system:-**

The references are written chronologically, following the numbers in which they are mentioned in the *text* of the article. In the Vancouver Style, citations within the text of the manuscript are identified by Arabic numbers in superscript with no brackets. This applies to references in text, tables and figures. The Vancouver System assigns a number to each reference as they are cited in text first time. The original number assigned to the reference is used each time the same reference is cited in the text, regardless of its previous position in the text. When multiple references are cited at a given place in the text, a hyphen is used to join the first and last numbers that are continuous whereas use commas (without spaces) to separate non-inclusive numbers in a multiple citation e.g. (5,6,7,12) is abbreviated to (5-7, 12). Do not use a hyphen if there are no citation numbers in between that support your statement e.g. write (1,2) and do not write (1-2)

### **How to create reference list following Vancouver system:**

#### **Journal article**

##### Single author

Wadhvani GG. A case of deep vein thrombosis with postthrombotic syndrome cured by homoeopathic therapy. *Indian J Res Homoeopathy* 2015; 9(4):267-73.

##### 2 – 6 authors

Barvalia PM, Oza PM, Daftary AH, Patil VS, Agarwal VS, Mehta AR. Effectiveness of homoeopathic therapeutics in the management of childhood autism disorder. *Indian J Res Homoeopathy* 2014; 8(3):147-59.

##### More than 6 authors

Saha S, Koley M, Hossain SI, Mundle M, Ghosh S, Nag G et al. Individualized homoeopathy versus placebo in essential hypertension: A double-blind randomized controlled trial. *Indian J Res Homoeopathy* 2013; 7(2):62-71.

#### **Book**

Nayak C, Nayak D, Roja V. An Update on Bowel Nosodes with Comparisons. New Delhi: B. Jain Publisher (Pvt.) Ltd.; 2015.

Kothari CR. *Research Methodology: Methods and Techniques*. 3<sup>rd</sup>Ed. New Delhi: New Age International (P) Ltd. Publishers; 2014.

#### **Contribution to a book (Chapter)**

Hegde BM. What Students Do Not Learn in Medical Schools! In: Shekhar KS, Srinivas DK, editors. *What is not taught in Medical Colleges!* Bangalore: Rajiv Gandhi University of Health Sciences; 2012. p. 367-92.

#### **Internet Book**

World Health Organization. *General Guidelines for Methodologies on Research and Evaluation of Traditional Medicine*; [internet] [cited on 2012 August 17]. Geneva: WHO; 2000. Available from: [http://whqlibdoc.who.int/hq/2000/WHO\\_EDM\\_TRM\\_2000.1.pdf](http://whqlibdoc.who.int/hq/2000/WHO_EDM_TRM_2000.1.pdf)

## **Internet Journal**

Oberai P, Gopinadhan S, Sharma A, Nayak C, Gautam K. Homoeopathic management of Schizophrenia: A prospective, non-comparative, open-label observational study. Indian J Res Homoeopathy [Internet]. 2016 [Received 2014 June 20; accepted 2016 May 04] [cited 2017 Mar 6]; 10(2):108-118. Available from: <http://www.ijrh.org/text.asp?2016/10/2/108/183877>

## **Organization as author**

Ministry of Health and Family Welfare, Govt. of India. Homoeopathic Pharmacopoeia of India. Volume 1. New Delhi: The Controller of Publication; 1971.

Central Council for Research in Homoeopathy. Rheumatoid Arthritis. Clinical Research Studies- Series III. New Delhi: Central Council for Research in Homoeopathy; 2010.

## **Conference proceedings**

Gupta G. Evidence based study on cases of Benign Prostatic Hyperplasia in response to Homoeopathic drugs. In: Arora N, Chairman, Souvenir Committee. Souvenir of National Homoeopathic Seminar 2007 of AHML and HOMOEOPATHIC FRIENDS; 2007 October 28; Lucknow, UP; 2007. P 23-30.

## **Dissertation/ Thesis**

Sharma A. Role of Homeopathy in Fluorosis - A Study [MD dissertation]. [India, Rajasthan, Jaipur]: University of Rajasthan; 2004.

## **For reference to a Newspaper article**

Nayak Chaturbhuj. Homeopathic treatment- A bird's eye view. The Sun Times. 1995 April 10: Sect. Sunday Feature: 5 (col. 2-7).

## **Computer program**

Meador CR, Pribor HC. DiagnosisPro: the ultimate differential diagnosis assistant [CD-ROM], Version 6.0. Los Angeles: McdTech USA; 2002. 1 CD-Rom: color, 4 3/4 in.

## **Others**

**Note: For further details, please refer the University of Queensland Library References/Bibliography Vancouver Style guide; Available from: <https://web.library.uq.edu.au/files/26541/VancouverStyleGuideFinal2014.pdf>**