Instructions to the Authors

The Journal of Indian Academy of Forensic Medicine (JIAFM)

About the Journal (Print ISSN: 0971-0973. Electronic ISSN:0974-0848):

JIAFM is a peer-reviewed medical journal published quarterly by the Editor of the Academy on behalf of the Indian Academy of Forensic Medicine.

Scope of the Journal:

The Journal covers all technical, medico-legal and clinical aspects including the ethical and social issues related to the subject specialty of Forensic Medicine and Toxicology and allied specialities. The journal promotes dissemination of original research findings.

Indexing:

The journal is indexed with Scopus, Index Copernicus, IndMED & Indian Citation Index. JIAFM is a UGC Approved Journal (No. 28596). Journal issues are available online at: www.lafmonline.in; http://indmed.nic.in; and www.indianjournals.com

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Preparation of Manuscripts

Manuscripts must be prepared in accordance with “Uniform requirements for Manuscripts submitted to Biomedical Journals (“often known as the “Vancouver system”), in combination with the JIAFM style. The uniform requirements and specific requirement of the JIAFM are summarized below.

Types of manuscript

1- Original article: These include randomized controlled trials, outcome studies, cost effectiveness analyses, case-control series and surveys with high response rate. The text of original articles amounting to up to 3000 words (excluding abstract, references and tables) should be divided into sections with the headings Abstract, Key-words, Introduction, Material and Methods, Results, Discussion, Conclusions, Acknowledgements, References, Tables and Figure legends.

Abstract: An abstract (unstructured) of no more than 250 words must accompany all article types, excepting Letters to the Editor.

Key words: should be provided (three or more) separated by semicolon (;)
**Introduction:** Should briefly introduce the topic, state the purpose and summarize the rationale for the study or observation.

**Material & Methods:** It should include and describe the following aspects:

- **Statement on the approval of research from the Institutional Ethics Committee.**
- **Study design:** The study design should be described in detail using standard methodological terms such as retrospective or prospective cohort study, case control study etc. Describe your selection of the observational or experimental participants clearly, including eligibility and exclusion criteria and a description of the source population. Technical information: identify the methods, apparatus (give the manufacturer’s name and address in parentheses), and procedures in sufficient detail to allow other workers to reproduce the results. Give references for the established methods, including statistical methods; provide references and brief descriptions for methods that have been published but are not well known; describe new or substantially modified methods, give reasons for using them and evaluate their limitations. Statistical methods used for analyzing data should be described in detail.

**Results:** Present your results in a logical sequence in the text, suitably supported with tables, and illustrations. Avoid duplication of results in the text and tables or illustrations, graphs etc. Extra or supplementary materials and technical details can be placed in an appendix where it will be accessible but will not interrupt the flow of the text.

**Discussion:** Include summary of key findings (primary outcome measures, secondary outcome measures, results as they relate to a prior hypothesis); Strengths and limitations of the study (study question, study design, data collection, analysis and interpretation); Interpretation and implications in the context of the totality of evidence. What this study adds to the available evidence, effects on patient care and health policy, controversies raised by this study; and future research directions. New hypotheses may be stated if needed, however it should be clearly labelled as such.

**2- Review Articles:** It is expected that these articles would be written by authorities who have done substantial work on the subject or are considered experts in the field. The prescribed word count is up to 2500 words (excluding tables, references and abstracts). The manuscript should have an unstructured abstract (limited to 250 words) representing an accurate summary of the article and keywords (not exceeding 6). The section titles would depend upon the topic reviewed. Authors submitting review article should include a section describing the methods used for locating, selecting, extracting and synthesizing data. These methods should also be summarized in the abstract.

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Tables and Legends in that order. Each figure/picture should be submitted in jpeg/tiff format as a separate file.

4- **Letter to the Editor**: Should be concise with decisive observations, preferably related to articles previously published in the journal. Word count for this category is limited to 500 words

5- **Other categories**: Editorial, Guest Editorial and Commentary articles are solicited by the Editorial Board.

**References**

References should preferably include literature published in high impact journals. References should be numbered consecutively in the order in which they are first mentioned in the text (not in alphabetic order). Identify references in the text, tables, and legends by Arabic numerals in brackets [], just after the punctuation marks. References cited only in tables or figure legends should be numbered in accordance with the sequence established by the first identification in the text of the particular table or figure. Use the style of the examples below, which are based on the formats used by the NLM in Index Medicus. The titles of journals should be abbreviated according to the style used in Index Medicus. The commonly cited types of references are shown here, for other types of references such as newspaper items please refer to ICMJE Guidelines ([http://www.icmje.org](http://www.icmje.org) or [http://www.nlm.nih.gov/bsd/uniform_requirements.html](http://www.nlm.nih.gov/bsd/uniform_requirements.html))

1. **Standard Journal Article**
   - **If less than six authors, list all the authors.**
   - **If more than six authors, list the first six authors followed by et al.**

2. **Books and other monographs Personal author(s)**
   Murray PR, Ropsenthal KS, Kobayashi GS, Pfaller MA, Medical Microbiology. 4thed. SI.Louia: Mosby; 2002

3. **Chapter in a book**
Important considerations for the contributors of JIAFM

Authorship

Authorship credits should be based only as per the contribution of each author to:
- Concept & design of the study
- Collection & Compilation of data or its analysis/interpretation
- Manuscript drafting
- Reviewing the manuscript critically for its intellectual content

The authors are expected to give a certificate detailing each one's contribution to the manuscript. The order of authorship cannot be changed once the manuscript is accepted for publication.

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Research ethics and patient consent

Medical research involving human subjects must be conducted according to the World Medical Association Declaration of Helsinki. Submitted manuscripts should conform to the ICMJE Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals, and all papers reporting animal and/or human studies must state in the methods section that the relevant Ethics Committee or Institutional Review Board provided (or waived) approval. Please ensure that you have provided the full name and institution of the review committee, in addition to the approval number. For research articles, authors are also required to state in the methods section whether participants provided informed consent and whether the consent was written or verbal. Information on informed consent to report individual cases or case series should be included in the manuscript text. A statement is required regarding whether written
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A statement that the original research was approved by the Institutional Ethics Committee must be included in all research articles in the “Materials and Methods” section. It is recommended that confidentiality of participants is ensured by desisting from mentioning participant’s names, initials or hospital numbers, especially in illustrative material. Written informed consent should be obtained from the patients for study participation and dissemination of the case findings. The same should be indicated in the article. The journal will not consider any paper which is ethically unacceptable.

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Submission of Manuscripts

Before submitting a manuscript, contributors are requested to check for the latest instructions available at the IAFM website (www.iafmonline.in). All manuscripts should be submitted to the Editor, JIAFM by email at editor.jiafm@gmail.com for consideration of its possible publication.

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a) UK English  
b) MS Word file only. No other formats shall be accepted.  
c) Arial 12 font throughout, with headings and subheadings in bold  
d) Line-spacing of 1.5, and text justified throughout

The manuscript should be sent in separate files for the following:

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   a) Type of manuscript - Original Article/ Case Report/ Review Article/ Letter to the Editor etc.  
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2. **Manuscript file**: The manuscript file should be anonymised and must not contain any mention of the author's names or initials or the institution in which the said study was done. The main text of the article from abstract to the references including tables and legend for figures should be in this file. The tables must be prepared using the Table feature of the word processor. Tables should not duplicate information given in the text, should be numbered in the order in which they are mentioned in the text, and should be given a brief title. All the tables should be included in the manuscript file after the references. Legends for the figures/ graphs/ images should be included on a separate page at the end of the manuscript.

3. **Figure/ graphs/ images**: All figures should be numbered in the order in which they are mentioned in the text, and must be accompanied by a figure legend. Legends for the figures/ graphs/ images should be included in the end of the main manuscript file. Each figure/ graph/ image should be sent as a separate file, and should be in jpeg/tiff format. Photographic images must be supplied as 300 dpi. Figures supplied in colour will appear in colour online regardless of whether or not these illustrations are reproduced in colour in the printed version. While online reproduction of the illustration will be free, the authors are required to pay the requisite fees for colour reproduction of the figures/ images/ graphs in the print version.  
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Files to be included in submission are:
(1) Covering letter (as per the template provided by the journal)
(2) Contributor’s form duly signed by all the contributors (as available on the website)
(3) Title Page (as per the template provided by the journal)
(4) Manuscript for Review (Anonymised in MS word including unstructured abstract, references, tables if any, and legend for figures at the end)
(5) Figures, if any (each figure separately in JPEG/TIFF format)
The Editorial and Review Process

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- Once received, the corresponding author will be communicated a Reference Number of the manuscript after duly acknowledging its receipt.
- The manuscript will be 1st reviewed by the Editorial Team. The Editors reserve the right to reject the manuscript at this stage itself if it is found to be deficient in originality/ has serious technical flaws/ does not add anything to the literature already available on the subject.
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Dr. Tanuj Kanchan
Editor (JIAFM)