

AUTHOR GUIDELINES

Instruction to Author

Aims and Scope

Journal Of Medicolegal Association of Maharashtra is an official scientific publication of Medicolegal Association of Maharashtra. The basic ideology of publication of this journal is based on the objectives of MLAM. It is a biannual journal published as a medium for the advancement of scientific knowledge of forensic medicine and allied sciences.

The contents of the journal are in the form of Commentary, Review articles, Original research, Case reports, Letters to editor, Short communication, Medical quiz and any other form of publication with the approval by the editorial board.

All manuscripts are required to be submitted in duplicate complete with sets of illustration and photographs typed in double space, double column, Times New Roman on A-4 sized paper with margin of 2.5 cms. on all sides. It should be accompanied by a Compact Disc Rewritable (CD-R) containing manuscripts typed in "Times New Roman" in double column and single space (letter size 12 for body of text and 14 for headings and sub-headings). Manuscript should conform to the general instructions (Vancouver style) "Uniform requirements for manuscripts submitted to biomedical journals" (1994), Lancet 1996, V2, 1-4 and Annals of Internal Medicine 1988, 108:258-265. The submitted manuscripts should be accompanied by a statement / certificate undersigned by all listed authors.

The relevant forms containing required statements/ certificates are available with the editorial office. Copy of format of certificate by Authors can be obtained from editorial office of Journal of Medicolegal Association of Maharashtra. All submitted articles are reviewed by editorial board, specialists and peer review group members. The Editorial board reserves the right to revise the manuscripts according to reviewers comments and to make final decision on acceptance. The facilities for on line submission of manuscripts are also available at mlameditor@gmail.com The manuscripts with all materials are to be submitted to :

Editorial Office:

Department of Forensic Medicine,

Rural Medical College,

Pravara Institute of Medical Sciences
(Deemed University)

Loni, Taluka- Rahata, Dist- Ahmednagar

State: Maharashtra, India

Pin: 413736

Ethics and Policy in Clinical Study

Human studies should have been conducted in accordance with the principals of the declaration of Helsinki (1964, revised in 1975 and 1983). The authors should indicate that Ethical approval of the study was granted. Animal experiments should have been performed as per the guide lines of CPCSEA (Committee for the Purpose of Control and Supervision of Experiments on Animals). Also, see www.cpcsea.com while submitting papers on

clinical trials. The authors are requested to ensure that all requirements of appropriate regulatory bodies have been complied with.

Units of Measurement

All Measurements must be expressed in metric system and / or the system International 'Units' (SI)

Submission Format

An abridged version is outlined below :

Title Page (Page 1)

Page 1 should include the following

- (i). Type of paper : Original article, Short communication, Case report, Letter to the editor etc.
- (ii). Full name of the authors along with their Degrees, Designations, Departments, and Institution and National affiliation.
- (iii). Number of pages in the manuscript.
- (iv). Number of Photographs
- (v). Complete address of the corresponding author along with E-mail address.

Abstract (Page 2)

It should contain factual and comprehensive summary of the entire paper in not more than 200 words. It should be a running text (without headings) and should include aims, material and methods, results and conclusions of paper. At the end of the abstract 3-5 key words are required to be endorsed for indexing purpose.

Text (Page 3 onwards)

The main text should be arranged in the following sequence:

- (i). Introduction : It should contain the review, aim of the study and its rationale.
- (ii). Materials and methods : This should include sufficient details so that the reader can understand how the results were obtained.
- (iii). Results : Should be presented in proper sequence. Statistical methods used for analysis should be stated in brief.
- (iv). Discussion : Should include the relationship of the results with the hypotheses tested as outlined in aims and objectives and the findings of the study compared with those reported by other workers.
- (v). Conclusions : Should be completely supported by the data in the text.
- (vi). Acknowledgments: Contribution that fall short of authorship should be included here. Please do not hesitate acknowledging some one's contributions in your research.

Case Report

The reports should be limited to 1500 words and should be described in the following sequence : Abstract with key words, Introduction, Clinical summary, Pathological findings, Management and outcome of case, Discussion, Recommendations and References.

Figures

Figures should be cited in the text and numbered sequentially with Arabic numerals. A brief descriptive legend should be provided with each figure. Photographs of identifiable persons must accompany the

consent of the individual. Illustrations from already published articles / books, the permission of author and the publisher must accompany each illustration. All figures should be submitted separately in “jpeg” format with good resolution and figure legends in word file along with manuscript.

Tables

Should be numbered as they appear in the text and each table should have a short title. The data given in the table should be clear and logical. It should supplement and not duplicate information present in the text.

Proof

Proof will be sent to the corresponding authors which should be carefully checked and returned to Editorial office within seven days of the receipt. Accepted manuscript by Editorial Board will not be returned.

Reprints

Authors desirous of reprints of the published articles may approach the Editorial Office. The reprints will be provided at nominal printing cost.

References

References should be endorsed as laid out in International Committee of Medical Journal Editors 1997; 126:36-47. References in the Bibliography should be in Vancouver style conforming to the pattern of NLM in Index Medicus. Responsibility of accuracy of references will rest entirely with the authors. References should be listed in the order as they appear in the text. They should be indicated by Arabic numerals enclosed in square brackets. For example [1],[2] and so on as superscript. For correct abbreviations of the journal please refer to last Index Medicus. Names of one word journals and unindexed journals should be written in full form. Number of references should be restricted to 4 for letters to editor, 6 for case reports, 12 for original articles and 20 for review articles. Some of the sample references are as given below :

a) Journals :

- Jain R, Awasthi A, Basappa A. Hematological profile of leukemias, *Int J of Hemat* 2006; 10:104-106.
- Kurien D, Khandekar LL, Dash S et al. Cytodiagnosis of hydatid disease presenting with Horner's Syndrome A case report. *Acta Cytol* 2001; 45: 74-78.

b) Books and Monograph :

- Anemia, In: Cotran RS, Kumar V, Collins T. *Robbins Pathologic Basis of Disease*. 6th ed. Singapore. WB Saunders Company, 1999: 1300-1321.
- Wetzler M, Bloomfield CD. Acute and chronic myeloid leukemias . In : *Harrison's Principles of Internal Medicine*. 14th ed. Fauci AS, Braunwald E, Isselbacher K, et al, Eds McGraw-Hill, New York, 1998; 684-695.

c) Conferences Proceedings :

Vivian VL, Editor. Child abuse and neglect; A medical community response. *Proceedings of the First AMA National Conference on child Abuse and Neglect* 1984; Mar 30-31; Chicago: American Medical Association, 1985.