

INSTRUCTIONS TO THE CONTRIBUTORS

Authors submitting articles for publication in the Journal of Indian Dietetic Association (JIDA) are requested to strictly adhere to the following guidelines.

1. The pages of this journal, published half yearly, shall ordinarily be open to members of Indian Dietetic Association (IDA) for communicating, research articles (full length paper and short communication), scientific essays, survey and clinical reports, reviews etc. on any facet of human nutrition, dietetics and related disciplines. IDA members are also welcome to submit for consideration of the Editorial Board general/critical articles that may be useful in the sphere of planning, research, education, extension, development and management of diet and nutrition. The Editor-in-Chief of JIDA may also invite articles from distinguished persons (even non-IDA members) in India and abroad for publication in the journal.
2. Each article should be submitted in duplicate, readably typed (on one side of the paper) with double spacing in deep black letters, leaving 4 cm margin at the top, bottom and left-hand side on approximately 30 cm long and 20 cm wide white unruled paper. Alternatively the paper may be submitted in a CD after typing in Windows MS-Word along with one hard copy. **Article may also be send via email to ninasingh@yahoo.com .**
3. Authors, who are members under the jurisdiction of any IDA chapter. are instructed to submit articles (advisably not more than one article at a time in any one issue) to the concerned Chapter President for transmitting the same, after due local editorial scrutiny, to the Publication Secretary for final editorial processing. The authors will be duly intimated of the action taken by the Chapter President concerned. Authors may also send articles directly to the Publication Secretary.
4. Articles, already published wholly or partly or under consideration elsewhere (in English or other languages) will not be entertained. Further, the same content in another form, cannot be communicated to any other forum or journal without the prior consent of the Editor-in-Cheif of JIDA. Again, while sending typescripts of articles for publication articles (already published or to be

published elsewhere) related/similar to the ones being submitted should also be enclosed for Editor-in-Chief's notice.

5. Articles must be concise and contain only minimum necessary number of figures, diagrams and especially photographs.
6. Each article (not exceeding 2,000 words and 1000 words for full length paper and short communication, respectively) should start with a self-explanatory title at the top, below which the name(s) of the author(s) should be typed, both in capital letters. Just below the name(s), the complete address of the Institution where the work has been carried out or the address(es) of the author(s) should be typed with ordinary letters and underlined. Official designation and present address of any author, if needs to be printed, should be given at the footnote below a horizontal line on the first page, suitably indicising with asterisk(s). A running title with key-words should also be given on the top of all subsequent pages.

7. A research-based article either a full length paper or short communication should preferably be presented in formal style under the following headings in sequence typed centrally in capital letters : ABSTRACT (not exceeding 150 words only for full length paper), INTRODUCTION (not required for short communication), MATERIAL(S) and METHOD(S), RESULT(S), DISCUSSION (or, RESULTS and DISCUSSION combined), ACKNOWLEDGEMENT (if any), REFERENCE(S). Tables, figures, diagrams and photographic plates, if any, should all be placed at one place and only at the end of the RESULTS. These should be numbered (as Table 1 & c) with captions typed in ordinary letters, not underlined and should be referred to in the text as Table 1, Fig. 1, Plate 1 and in this way. Illustration in line should be drawn boldly in India ink on smooth, white card. All necessary shading must be done by well-defined dots or lines. Colour, either in lines or wash, should be avoided. Due allowance for reduction must be made in the size of lettering, thickness of lines and closeness of shading. Photographs should be glossy print in black and white.

REFERENCE(S) should be prepared in the following style. Abbreviation of journals should be according to the World List of Scientific Periodicals.

1. Burke, B.S.; Berg Van den and Stuart, H.C. (1961) : Relationship between animal protein, total protein and total calorie intakes in diets of children from one to eighteen years of age. *Am. J. Clin. Nutr.*, 9 : 729-735.

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In case of a book reference, the title of the book should be underlined, ending with a full-stop and followed by the publisher's address. To quote a paper in the body of the article, the name(s) of the author(s) followed by year should be referred to without giving any number, e.g., Hobbs and Roberts (1987), Kirby *et al.* (1981).

8. **While sending an article the author(s) should mention an email address in which all correspondence will be made.**
9. It is understood that the authors have obtained the approval of competent authority wherever necessary. The responsibility for statements, whether of fact or opinion, rests entirely with the authors thereof.
10. **Printing and Block Making Costs :** For all articles exceeding 1000 words, the author(s) will have to pay at the rate of Rs. 100.00 for each extra 300 words towards printing cost. The amounts involved for meeting the said printing expenses shall have to be remitted in advance to the Treasurer, Indian Dietetic Association through Bank draft payable at Calcutta.
11. **Reprints of Publication :** No reprint of publication will be supplied free of cost to any author. However, 50 reprints with covers may be supplied to the author(s) and only on pre-payment basis at the rate of Rs. 100.00 per 300 words plus Rs. 50.00 towards cost of cover (for every 50 reprints or part thereof). Reprint requests (specifying the number required) must accompany the typescript article along with a Bank Draft of the required amount in favour of the Treasurer, Indian Dietetic Association, payable at Calcutta.

As all the reprints are to be supplied to one of the authors only and not individually to all the authors of a published article, at the time of placing order for reprints, the author(s) should clearly state the name and complete postal address (with PIN) of the person to whom the reprints are to be mailed and the money-receipts is to be issued by the IDA.

12. The stipulation mentioned in items 11 and 12 are not applicable in case of invited articles.
13. **Proofs :** The author(s) must take sufficient care to rectify typographic and constructional errors and shortcomings before mailing the typescript article.

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It is not possible to communicate with the author(s) in the matter of proof corrections.

14. Book Review : Books on dietetics, nutrition and allied disciplines may be reviewed by the journal only when two copies of the books are submitted to the Editor for the purpose.
15. Typescript articles sent for publication cannot be returned to the authors. Whether published or not. Hence, it is requested that the author(s) should keep copies of the article(s) before sending for publication. After the journal is printed out, only one copy of the concerned issue/volume would be supplied free of cost to the author/one of the authors and accordingly, at the time of sending the article, the author(s) should state the name and complete address of the person to whom the copy be sent.
16. **All correspondences in regard to publication, except editorial, presently should only be made with the Publication Secretary and Managing Editor, Mrs. Nina Singh, 58, Block - D , 3rd. Floor, New Alipore, Kolkata - 700 053.**

Please always mention your E-mail in all Correspondence
