

Author (s) Guidelines

The **Bangladesh Journal of Health & Allied Sciences** is the official journal of the Bangladesh University of Health Sciences. The Bangladesh Journal of Health & Allied Sciences is published bi-annually in January and July each year. The authors and the contributors are requested to strictly follow the guidelines below:

Submission of manuscripts

Submission criteria. Manuscripts related to Health Sciences or allied subjects are accepted. Materials to be submitted include: (i) A covering letter from the corresponding author (a sample given at the end of this document) with signatory recommendation from all authors separately mentioning contribution of each author and containing a statement that the manuscript has been seen and approved by all authors and the material has not been submitted to or published elsewhere wholly or partially; (ii) Two hard copies of the manuscript together with tables and illustrations; (iii) A electronic copy of the manuscript in **MS Word version 2010 and above or Microsoft 365 format** to be sent to email of the journal bjhas@buhs.ac.bd

Checklist for submission of Manuscripts to BJHAS:

- **Cover letter** with signatory recommendation from all authors having full names of the authors
- **TWO print copies of the manuscript** written in Times New Roman with font size of 12 or Segoe UI font with font size of 11 in a single column and left alignment with 1.5 space
- **Manuscript** in MS word to be sent to email address of the Journal.
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Categories of manuscripts. The **BJHAS** considers for publication manuscripts reporting original clinical and/or laboratory studies (original articles), reviews (review articles), case reports, brief communications and letters to the editor related to Health Sciences or allied subjects.

Author Guidelines for submission of a manuscript:

Research Manuscript Guidelines: (Word limit 3500 words)

Title of the manuscript (maximum 25 words)

Running title (maximum 10 words)

Authors (Name, degree, affiliation, country name, email address, ORCID ID if any)

Corresponding author (Name, Position, Affiliation, email, mobile number, present address, ORCID ID if any)

Abstract (250 word)

Keywords (maximum 5)

Introduction

Materials and Methods

Results & Discussions

Conclusions

Acknowledgement

Authors contributions

Conflict of interest

Ethical statement

Data availability statement

Funding

References (maximum 35)

Tables (Maximum 5)

Figures & Figure Legends (maximum 6, should be very high resolution at least 300 dpi)



Manuscripts must not contain more than 3500 words excluding abstract, tables and references. Please provide a word count along with.

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Title of the manuscript (maximum 25 words)

Authors (Name, degree, affiliation, country name, email address, ORCID ID if any)

Corresponding author (Name, Position, Affiliation, email, mobile number, present address, ORCID ID if any)

Abstract (250 words)

Keywords (maximum 5)

Introduction

Methods and materials

Discussions

Conclusions

Acknowledgement

Authors contributions

Conflict of interest

Funding

References (maximum 150)

Tables (maximum 7)

Figures & Figure Legends

Manuscripts of this category must not contain more than 5000 words excluding abstract, tables and references. Please provide a word count along with.

Case report Manuscript Guidelines: (Word limit 2000 words)

Title of the manuscript (maximum 25 words)

Authors (Name, degree, affiliation, country name, email address, ORCID ID if any)

Corresponding author (Name, Position, Affiliation, email, mobile number, present address, ORCID ID if any)

Abstract (200 words)

Introduction

Keywords

Introduction

Case presentation

Discussions

Conclusions

Acknowledgement

Authors contributions

Conflict of interest

Fundings

References (maximum 20)

Tables

Figures & Figure Legends



Manuscripts of this category must not contain more than 2000 words excluding abstract, tables and references. Please provide a word count along with.

Clinical Image Manuscript Guidelines: (Word limit 1500 words)

Title of the manuscript (maximum 25 words)

Authors (Name, degree, affiliation, country name, email address, ORCID ID if any)

Corresponding author (Name, Position, Affiliation, email, mobile number, present address, ORCID ID if any)

Abstract (150 words)

Introduction

Clinical Image

Acknowledgements

Authors contributions

Conflict of interest

Fundings

References (maximum 10)

Figures & Figure Legends (maximum 3 with high resolution at least 300 dpi)

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Authors (Name, degree, affiliation, country name, email address, ORCID ID if any)

Corresponding author (Name, Position, Affiliation, email, mobile number, present address, ORCID ID if any)

Abstract (100 words)

Introduction

Keywords (maximum 5)

Materials and Methods

Results & Discussions

Conclusions

Acknowledgement

Authors contributions

Conflict of interest

References (maximum 5)

Tables (maximum 1)

Figures & Figure Legends (maximum 1 high resolution at least 300dpi))

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Editorial Manuscript Guidelines: (Word Limit 600 words)

Title of the manuscript (maximum 20 words)

Authors (Name, degree, affiliation, country name, email address, ORCID ID if any)

Corresponding author (Name, Position, Affiliation, email, mobile number, present address, ORCID ID if any)

Abstract (50 words)

Introduction

Acknowledgement

Authors contributions

Conflict of interest

Funding

References (maximum 5)

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Preparation of the manuscript

Language: English (British and US both).

Typing criteria: (i) 1.5 space although with left alignment in MS Word in "Times New Roman" or "Segoe UI" font with a size of 12 and on one side of good quality bond papers of A4 size (21x 29.7 cm) with at least 2.5 cm margins.

Title page should be on separate page. Other sections (abstract, text, acknowledgments, references, individual tables, and legends for illustrations) to be continuous. Pages numbered consecutively, beginning with the title page.



Please keep texts (excluding the title page) unnamed for the purpose of masked (unbiased) review.

Title page: The title page should contain: (i) title of the article; (ii) List of authors name (s) in full; (iii) institutional affiliation of each author; (iv) a short running title of fewer than 40 letter spaces; (v) Detail address of corresponding author with mobile as well as office-time telephone number.

Abstract: The next page of an original article should carry an 'structured abstract' of not more than 250 words headed by title of the article. Please submit 3-5 key words.

Text: The text of observational and experimental articles (original articles) should be divided into sections with headings: Introduction, Methods, Results, and Discussion (IMRAD). Reviews, case reports and similar articles should start with an Introduction and entailed with a Discussion.

Acknowledgments: All acknowledgments including financial supports should be mentioned under the heading 'Acknowledgments' and not as a footnote on the first page or in the text.

Conflict of interest: All financial and personal relationships that might bias concerned work of the manuscript must be disclosed. Authors must state explicitly whether any potential conflicts do or do not exist on a "Conflict of interest notification page" following the title page. Please mention role of study sponsor(s), if any, in study design, in collection, analysis and interpretation of data, in writing of the report, and in the decision to submit report for publication. Authors are requested to state if supporting source had no such involvement.

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Following are few examples of citing references:

1. **Standard Journal Article:** (List all authors when six or less; when seven or more, list only first three and add et al). Rahman M, Alam A, Nessa K, et al. Etiology of Sexually Transmitted Infections among Street-based Female Sex Workers in Dhaka, Bangladesh. *J Clin Microbiol* 2000; 38(1): 1244-1246.
2. **Corporate Author in Journal:** Committee for Computer Application in Clinical Microbiology. *Bacterial Antimicrobial Susceptibility Pattern*, 1988. *J Infect Dis Antimicrob Agents* 1991; 8: 25-39.
3. **Letter to Editor:** Yagupsky P, Menegu MA. Intraluminal colonization as a source of catheter-related infection. *Antimicrob Agents Chemother* 1989; 33: 2025. (Letter)
4. **Corporate Author in Book:** World Health Organization. *On being in charge: a guide to management in primary health care*, 2nd ed. England: World Health Organization; 1992.
5. **Chapter in Book:** Wenzel RP. Organization for infection control. In: Mandell GL, Douglas RG, Bennett JE, eds. *Principles and Practice of Infectious Disease*, 3rd ed. USA: Churchill Livingstone Inc 1990: pp. 2176-80.
6. **Formally published abstracts:** Roy CK, Tabassum S, Miah RA, Munshi SU, Islam N. Serological diagnosis of clinically suspected cases of Dengue infection by ELISA and HI assay. Abstract from 23rd National convention of Bangladesh Society of Pathologists; 2005: p. 39.
7. **Conference papers.** Micholvitz S. Treatment of carpal tunnel syndrome. In: *Low back injury and carpal tunnel syndrome: proceedings of Project Focus '93, conference on work related injury*. 28 August 1993; Alexandria, Virginia. Alexandria, Virginia: American Physical Therapy Association for the Foundation of Physical Therapy; 1994.
8. **Articles from symposium volumes:** Hamilton LD. Immunogenic polynucleotides. In: Beers RF Jr (ed). *Biological effects of polynucleotides: Proceedings of the symposium on molecular biology*. New York, Heidelberg, Berlin: Springer Verlag 1971: 107-28.
9. **Thesis/ Dissertation:** Chowdhury MZ. Studies on humoral immune responses in Kala-azar infection and analysis of immuno-reactive antigens and molecular characterization of *Leishmania donovani*. [Ph.D thesis] Dhaka: The University of Dhaka; 2005: p. 252.
10. **Web only article:** Division of tuberculosis elimination. *Surveillance reports: reported tuberculosis the United States, 2000*. Atlanta: Centres for Disease Control and Prevention, 2001. (Web page, accessed June 27, 2001, at <http://www.cdc.gov/hchstp/tb/surv/surv2000>.)
11. **Online Publication:** Anonymous. Cutaneous leishmaniasis. (Accessed on 12 December 2006 at http://en.wikipedia.org/wiki/cutaneous_leishmaniasis)
12. **Monograph in electronic format:** Farrar WE, Wood MJ, Innes JA, Tubbs H. *Infectious diseases (monograph in CD-ROM, publication no. M6791)*. England: Mosby- Times Mirror International Publisher; 2006.

Abbreviations Avoid abbreviations except for units of measurements. Mention full meaning first time and followed by abbreviations.

Drug name Generic names should generally be used. When proprietary brands are used in research, include the brand name in parentheses in the methods section.

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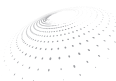
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To
The Editor
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Bangladesh University of Health Sciences

Temporary Office: Department of Microbiology, Bangladesh University of Health Sciences.

Subject: Submission of manuscript

Dear Sir

I am submitting herewith a manuscript for Original Article/ Case Report/ Review Article/ Medical Progress/ Occasional Note/ Others for publication in the **BJHAS**:

Title of the manuscript:
.....

Inclusions (if any): 1..... 2.....

I mention that the manuscript has been seen and approved by all authors listed below, and had not been subjected for publication to, or published in any other journal, partially or completely, in any form, printed or electronic.

I/ we also agree with the following orders of authorship to the manuscript.

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