



GUIDELINES FOR PREPARING RESEARCH ARTICLES

(I) Title page

Title of the article should be brief-clear, concise and informative. The maximum length should be 120 characters. Do not include the authority for taxonomic names in the title. The first letter of the word in the title should be capitalized. All other words, except for proper nouns, are lower case. The author/s' name/s, designation, present affiliation and e-mail should appear just below the title.

(II) Abstract

Body of the manuscript should be preceded by an abstract with the maximum length of 200 - 250 words for a full-length article. It should be clear, concise and complete in its own limits providing a brief summary of the research including the objective, methods, results and major conclusions. Do not include literature citations in the abstract.

Five to eight **key words** should be provided at the bottom of the abstract. The format should be like this: *development – strategy – policy – continental*

(III) Main Text

Main texts should be organized under the following headings:

Introduction should describe significance of the paper beginning with a paragraph of explanation that describes the problem under investigation (e.g., existing knowledge and gap) learning to the main research objective and questions.

Methods section should provide sufficient information so that the research can be repeated in the future. Therefore, a clear description of technical procedures should include study area (and time), unit, plots/transects, experimental design, model, algorithm, simulation with treatments, replications and methods of randomization followed by data analysis. The methods should be written in the past tense.

Results generally should be stated concisely and clearly in descriptive, tabular, and graphical forms with interpretation. This section should address the objectives/specific objectives systematically.

Discussions should provide: a) interpretation of the results without recapitulating them, b) comparison of the results with previous research findings, c) impacts of the results on the existing knowledge of the subject, and d) suggestion for further research. Results should be discussed with at least a couple of previously published peer review journal articles.

Conclusions should clearly point out the main findings, which must be justified by the analysis of the data. Preconceived ideas should not override the results and conclusions.

(IV) Acknowledgements

Acknowledgements should be short and specific providing information about various supports (e.g., funding, supervision, field assistance) received for the research.

(V) References

Reference should be cited in the text by the name/s of the author/s and year of publication in chronological order. All works cited should be arranged in alphabetical order of the author's names and listed at the end of the paper. Examples of listing different references such as reports, journal articles, book chapters, books/proceedings, and theses/dissertations are given below. It is suggested that references with *doi* should be more than 50% in any case. In addition, at least 25% references are taken from recently published (in last 2 years) Journals. DOI or URL source address should be added in the references if it is available.

Examples:

1. Journal articles

Mandal, U. K. (2019). Geospatial technology application in local level land use planning in Nepal. *The International Archives of the Photogrammetry, Remote Sensing and Spatial Information Sciences*, XLII(3)/W6:409-416. <https://doi.org/10.5194/isprs-archives-XLII-3-W6-409-2019>

Poos, M.S., Walker, S. C. & Jackson D. A. (2009). Functional diversity indices can be driven by methodological choices and species richness. *Ecology* 90:341-347.

2. Published report

Parajuli, T. R., Koirala, B. N., Baidya, P. C., Maharjan, R. K., Rai, P. & Mandal, U. K. (2008). *Advancing policy options for higher education: Improving transition and access to higher education in Nepal*; A Study Report, University Grants Commission (UGC) collaboration with UNESCO Nepal, Bhaktapur, Kathmandu, p69.

3. Unpublished report

Mandal, U. K. (2012). *Baseline survey study of RAIDP road sub-project*. A report submitted to Rural Access Improvement & Decentralization Project (RAIDP), Department of Local Infrastructure and Decentralization Project (DoLIDAR),

Jwalakhel, Ministry of Federal Affairs and Local Development, Government of Nepal, Kathmandu.

4. Conference Paper

Mandal, U. K. (2015). Modeling of soil organic matter content from World-View-2 Sensor in Nayavelhani VDC of Nawalparisi District, Nepal *In: Karki, K. B., Tripathi, P. B., Manadhar, R. M., Adhikari, B. H. & Vist, S. P. (eds) Proceedings of the second national soil fertility research workshop*, Khumaltar, Soil Science Division, NARI, NARC, Kathmandu, Nepal, pp403-311.

5. Book chapter

Mandal, U. K. (2017). Geo-information based soil erosion modeling for sustainable agriculture development in Khadokhola Watershed, Nepal. *In: Li, Aninong, Deng, Wei and Zhao, Wei (eds.) Land cover change and its eco-environmental response in Nepal*. Springer Geography, Springer Nature Singapore Pvt Ltd., pp223-241.

6. Book/proceedings

Khatiwada, R. P., & Mandal, U. K. (2016). *An introduction to spatial and survey technology*. KEC Publication and Distribution Putali Sadak, Kathmandu, Nepal, p222.

Richard, W., Basnet C. K., Sah J. P., and Raut, Y. (2000). *Grassland ecology and management in protected areas of Nepal*. Volume III. Kathmandu: ICIMOD, p154.

7. Book by corporate author

National Planning Commission (1992). *The eighth plan*. National Planning Commission Kathmandu, Nepal, p222.

8. Article in a newspaper

Sinha, S. (2013, June 8). Redefining women's work . The Kathmandu Post, p4.

9. Published thesis and dissertation

Subedi, P. K. (2006). *Fertility behavior among duras: multidisciplinary approaches*. PhD Dissertation. UK: University of Exeter, Exeter.

10. Unpublished thesis and dissertation

Mandal, U. K. (2006). *Remote sensing and geographical information system* (Unpublished M.Tech Thesis, Faculty of Engineering, Andhara University, Vishakhapatnam, India.

252 GUIDELINES FOR PREPARING RESEARCH ARTICLES

Mandal, U. K. (2018). *Agroecology and its utilization in Khadokhola watershed, Saptari district, Nepal* (Unpublished PhD dissertation), Central Department of Geography, Faculty of Humanities and Social Science, Tribhuvan University, Kirtipur. Kathmandu, Nepal.

11. Film

Guggenheim, D. (Director), & Bender, L. (Producer) (2006). *An inconvenient truth* (DVD). United States: Paramount Home Entertainment.

12. Website

Mandal, U. K. (2014). Geo-information based spatio-temporal modeling of urban land use and land cover change in Butwal Municipality, Nepal. *Int. Arch. Photogramm. Remote Sens. Spatial Inf. Sci.*, **XL-8**, 809–815. <https://www.int-arch-photogramm-remote-sens-spatial-inf-sci.net/XL-8/809/2014/>. Accessed: 15.02.2015.

13. Television program

Pratt, C. (2014, Executive producer). (2008, October 5). *Face the nation* (Television broadcast). Washington, DC: CBS News.

Appendix can be added if needed (within the page limit).

(VI) Order details

Cover page- The cover page must contain with information about the title of the paper, author/s full name and address. All authors should appear with their full names, qualification and designation, affiliations, mobile numbers and e-mail addresses. One author should be identified as the corresponding author. Any information about the author should not be kept other than cover page.

Spaces, margins, fonts and length- Manuscripts should be in *Times new Roman* 12 pt characters typed double-spaced with 2.5 cm margins in all sides of the *A₄ paper*. **The length of the manuscripts should not exceed 10 pages including figures and tables (3000-4000 words)**. Technical terms, mathematical symbols, abbreviation and acronyms used should be defined where they first appear in text, equations, figures, and tables. Scientific names of all taxa should be in full with authority.

Citation in the text- citations in the text should be arranged chronologically without coma our anything else between the author/s and the year of publications but different citations are separated by coma (see this example - Richard *et al.* 2000, Pokharel 2005, 2009). If there are up to six authors, list all of them and then

year of publication. In case of more than six authors and add *et al.* before the year of publication.

Illustrations and figures- Illustrations and figures should be within the text at appropriate places rather than separate. Photographs and drawing (in dark ink) should be large enough for clear reproduction. Drawings should be in dark ink. Figure captions should appear below the figures. Proper citation should be given in the images and figures if it is taken from other sources.

Tables- tables with caption on the top should appear within the text with numbered consecutively rather than separate page. All table columns should have an explanation of each table and its contents must appear in the text. International Metric System should be used throughout the paper.

Equation- should be written using equation tool of doc or docx. The symbols and meaning of the terms should be explained in the text. Equation should be leveled properly as per section/subsections.

Italics- italicize scientific names and the symbols, names of journal and books

Footnotes- Footnotes to text should be avoided.