



Guidelines for Author(s) [1/2]

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Format & Style to be Followed for Writing an Article

A) Manuscripts:

All manuscripts must be sent in Microsoft Times New Roman (font size 12) in single column single space on one side of A4 paper with margins of at least one inch on all sides. Authors should submit one soft copy through email (iisrr.research@gmail.com/ iisrr.journal@gmail.com) and a hard copy of their manuscripts to the Editor in Chief by post.

B) Title/ Cover Page of the Article:

Manuscripts of the Paper should have a cover page providing followings:

- i) Title of the paper :
- ii) Paper to be published under Subject Group (as mentioned above):
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C) Abstract:

'Abstract' should contain the Title of Paper, the subtitle(s) "Abstract" or summary on the A4 paper in single column and single space, printed in Microsoft Times New Roman (font size 10) not exceeding 200 words along with three to four key words. The text of the paper should not start on this page, but on a fresh page.

Key words: Main Keywords shall be mentioned just below the Abstract.

Abbreviations: Notable Abbreviations and their full form are preferred to mention just below the Keywords.

D) Body of the Article:

Headings and Sub-Headings with Numbering are preferred.

[A tentative Format is given bellow, but should not be restricted within the following framework.]

1. Introduction:
2. Aims & Objectives:
3. Literature Review/Previous Studies/ Research:
4. Methodology:
 - 4.1 Sample Designing/ Planning-
 - 4.2 Tools Used...
 - 4.3 Survey / Experiment Conducted....
5. Data Collections and Analysis of Collected Data,
6. Results/ Findings Revealed
7. Interpretation of Results....
8. Suggestions, etc. ...
9. Limitations...
10. Comments:
11. References



Guidelines for Author(s) [2/2]

E) Diagramme, Figures, Chart, Tables:

Each diagram, figure, chart and/ or table should be numbered, titled and positions should be indicated in the text on a separate line with the words '**Table-1 about here**'/or '**Diagramme-1 here**' etc. Word Copy of the Article should be sent to iisrr.journal@gmail.com . Both soft and hard copies (of diagrams, figures, charts, tables etc.) shall be sent along with the script.

F) References:

References should be cited in the style prescribed in the publication manual of the American Psychological Association (APA Guidelines). Please visit URL: <http://www.library.cornell.edu/resrch/citmanage/apa>

G) Foot Notes:

Foot notes shall be mentioned in each page, by using the '**References**' tool bar^[1] shown on the top of the Laptop/ Desktop. Corresponding Last Word to be Marked as power^{[1]/ [2]/ [3]...} by using **X²** tool bar^[2] of the Computer. [Please see the Foot Notes [1] and [2] are noted at the bottom of this page

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[Vol-; Issue-.....; Month -, Year- 202....]

PART A:	
SECTION- I	
Reviewer's Name:	
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Date of Sending Article to Reviewer:	
Date of submission of Report:	
Author(s):	Not to be disclosed to Reviewers [Editor will fill in after receiving the Report from Reviewer]

PART B:	
Reviewer's Observations/ Comments [Section- II, III, IV & V]	
SECTION- II: Comments per Section of Manuscript [Excellent=1; Good= 2 ; Fair= 3 ; Poor =4]	
(i) General comment:	
(ii) Introduction:	
(iii) Methodology:	
(iv) Results:	
(v) Discussion:	
(vi) Bibliography/References:	
(vii) Others:	
(viii) Decision: [Accepted/Declined]	

SECTION - III : Please rate the following : (1 = Excellent) (2 = Good) (3 = Fair) (4 = Poor)	
(i) Originality:	
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(iii) Technical Quality:	
(iv) Clarity of Presentation:	
(v) Depth of Research:	

SECTION- IV : Your Recommendation : [Kindly Mark with Y (Yes), which you recommend, & Mark N , which you are not recommending]	
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