

## Authors Guidelines

The **Journal of Environment Sciences** is an annual scientific publication of the Department of Environment, Babarmahal, and Kathmandu, Nepal and publishes articles on different thematic areas including environmental impact assessment, environmental chemistry, natural hazard, pollution, climate change, environment promotion, solid waste, sustainable development, disaster risk reduction, and other cross cutting issues.

The Editorial Board reserves all the rights for acceptance or rejection of paper submitted. It may alter or modify the style of presentation wherever necessary. The manuscript submitted should not be previously submitted for publication elsewhere. Authors should sign their consent letter for the publication of the article. The article should be written in Times New Roman in below mentioned format. The authors are requested to prepare their manuscripts following the guidelines and submit manuscript in word as well as in pdf format in electronic version to the managing editor via [statistics@doenv.gov.np](mailto:statistics@doenv.gov.np)

- Revised manuscript should be submitted within 3 weeks.
- Withdrawal should be insured before 2 weeks after submission

### Guidelines for Manuscript

1. Prepare their manuscripts in Times New Roman (TNR) font, 12 pt, maximum 5000 words (excluding references and tables)
2. Add line number
3. Separate file of good quality figure/table/photo (size and pixel quality) 300 dpi
4. Name email designation and details of at least three potential reviewers.
5. Abbreviations: Unavoidable abbreviations in the abstract must be defined at their first mention.
6. Units: Use international system of units (SI). If other units are mentioned, give their equivalent in SI.
7. Second headings (Introduction, Materials and Methods, Results and Discussion, Conclusion, Acknowledgements and References) should be with font size 12, bold, left alignment, paragraphing spacing.
8. Third heading should be with font size 12, bold, italics, left alignment
9. Fourth heading should be with font size 12, bold, with colon and then text
10. Fifth heading should be with font size 12, normal, with left indentation 0.25 inch, with colon and then text.
11. For References, the text should be with font size 12, normal, with hanging indent of 0.25 inches. The remaining text should be with font size 12 throughout the text including page numbers. The text paragraphs should be justified, with paragraph spacing 6 point before and 6 point after. The page numbers should have right alignment.
12. Tables and figures
13. The scientific names should be in italics with author citation in normal.
14. Each first mention of scientific name in the article should include complete author citation. In the following text, in each paragraph, the first mention of the scientific name should not be abbreviated.
15. Caption of Table (Above table) Caption of Figure (Below figure, bold, 10 pt);  
**Figure 1:** (Bold): ..... (Title/caption: Not bold)  
**Table 1:** (Bold): ..... (Title/caption: Not bold) in text citation of figure should be written as Fig. 1 or table 1.

16. Charts and tables should be editable and should not be provided as images. Chart legends should have font size 10. Charts should also be provided as separate excel files containing base data.
17. Math formulae: Should be in editable text but not in images. Equations and formulae should be typed in 12 point font size.
18. Citation and References: American Psychological Association (APA) 7<sup>th</sup> edition format should be followed for references and in text citation.

### **Manuscript Format**

**i. Title of the Article** 12 pt, TNR, Capitalize the first character of each word except common stop words like ‘and’, ‘of’, ‘in’, etc. The title should include:

- List of authors
- List the full names and institutional addresses for all authors. The name(s) of the author(s), font size 11, center alignment, paragraph spacing both line spacing single. The names should be separated by comma. Each author name should be followed by number in superscript indicating the affiliation and address of the author.
- The email address of the corresponding author font size 10, email heading bold with semicolon, normal and center alignment, line spacing single.
- Asterisk (\*) for corresponding author
- Email ID of corresponding author marked by Asterisk in front of email heading (\*).

**ii. Abstract**

A concise and factual abstract is required (maximum 250 words). The abstract should state briefly the rationale and purpose of the research, the principal results and major conclusions. Avoid references, citations and uncommon abbreviations in abstract but if essential they must be defined at their first mention. Heading font size 10, bold, center alignment, paragraph spacing before 6 points and after 12 points. Text font size 10, normal, with line spacing 1, justified.

**iii. Keywords**

Provide maximum of five keywords arranged in alphabetical order. The key words should not be from title. First letter should be capital while the remaining letters should be small. Text normal with font size 10, italics.

## **1. Introduction**

It should give appropriate background; explanation and justification of the study. It should include short introduction to justify the research and relevant reviews and state the objectives clearly within a single page.

## **2. Materials and Methods**

This should include description of study area, experimental materials, procedures and statistical design used as well as method/s to analyze results. Methods should be described in detail in standard format.

## **3. Results and Discussion**

Results and discussion should be under combined headings. Table and figures should be illustrated before the text. Results should be presented in a concise manner avoiding data that are already given in tables. Discussion part should not repeat the results but should explain and interpret the data based on the published relevant studies. Analysis, compare

and contradiction needs to be done. Insert graph/s and table/s wherever necessary and number them sequentially within each paper (article).

#### **4. Conclusion**

A concise and brief conclusion is required. The conclusion, recommendation and possible impact (if any) should be based on the supporting data in focused to research title and considered objectives.

#### **5. Acknowledgements**

Acknowledge the person/s and or institution/s, if necessary, who actually help to achieve the objectives of the research.

#### **6. References**

The list of references should only include works that are cited in the text. The references should be arranged in alphabetical with chronological order by last name of the author. American Psychological Association (APA) format should be followed for references and citations in the text. Use hanging indents. Style of writing the references and citations in APA format are given below:

##### ➤ **Journals**

##### **Single author**

Jazen, H.H. (2004). Carbon Cycling in earth system- a soil science perspective. *Agriculture, Ecosystem & Environment* 104:399-417.

Citation in the text: (Jazen, 2004) or Jazen (2004) explained .....

Works with the same author and same date: Add a,b, etc the year in the in-text citation and reference list: (Jazen 2004a, 2004b).

##### **Two authors**

Gupta, P., & Christopher, S. A. (2009). Particulate matter air quality assessment using integrated surface, satellite, and meteorological products: Multiple regression approach. *Journal of Geophysical Research Atmospheres*, 114(14), 1–13.

**Citation in the text:** (Gupta & Christopher, 1990) or Gupta and Christopher (1990) highlighted .....

##### **Multiple authors**

Upadhyaya, T.P., Sankhayan, P.L. & Sloberg, B. (2005). A review of carbon sequestration dynamics in the Himalayan region as a function of land-use change and forest/soil degradation with special reference to Nepal. *Agriculture, Ecosystem & Environment* 105:449-465.

**Citation in the text:** (Upadhyaya et al., 2005) or Upadhyaya et al. (2005) found that .....

##### ➤ **Book**

Miller, J. G.T. & Spoolman, S.E. (2012). *Living in the environment*. 17th ed. Thompson Steele, Inc., Canada. 446pp. Kormondy, JE. 2005. *Concepts of Ecology*. Prentice Hall of India, New Delhi.

**Citation in the text:** (Miller & Spoolman, 2012) or Miller and Spoolman, (2012) stated that.....

##### ➤ **Ph.D/Master's Dissertation**

Sharma, A. (2011). Investigation on association between soil properties and vegetation characteristics (Unpublished doctoral thesis). Central Department of Environmental

Science, Institute of Science and Technology, Tribhuvan University, Kathmandu, Nepal.

➤ **Contribution to Book/ Proceedings**

Karki, B.S. & Baskota, K. (2006). Constraints Faced by Community Managed Forests in Qualifying Under the Kyoto Protocol. *In: Conservation Biology in Asia* (Eds. McNeely. JA, McCarthy TM, Smith A, Whittaker LO and Wikarmanayake ED), *Society for conservation Biology Asia Section & Resource Himalaya Foundation*, Nepal. Pp.401-412.

➤ **Report**

Lamichhane, G.P., Maharjan, N. Pandey, B., K.C., P., Paudel, R., Khanal, S. & Poudel, S.P, (2021), Status of Air Quality in Nepal Annual Report, 2021, Department of Environment, Kathmandu, Nepal.

**7. ANNEX (Supplementary data or any other data if required)**

अनुसूची १२ : Consent Letter (परिच्छेद ५ संग सम्बन्धित)



Title of manuscript:

Manuscript type: Research Paper  Review Paper

Date of Submission:

Principle Author Name:

Corresponding author:

Name:

Affiliated institute

Email:

Phone Number:

Author's detail

Authors	Name	Highest achieved Degree	Email
Principle author			
Corresponding author			
Co-author			
Co-author			
Co-author			
Co-author			
Co-author			

Add more cells if required

Author's contribution

Author's name	Contribution

Add more cells if required

I, undersigned qualify as authors to this manuscript and agree to its submission to the Journal of Environmental Science and, if accepted, to its publication in this journal. We warrant that this article is original, does not infringe on any copyright or other proprietary right of any third party, is not under consideration by another journal and has not been previously published. Ethical approval has been sought and obtained as necessary and any conflicts of interest stated.

Signature: Corresponding author	Signature: Principal author
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