

## Author guidelines

Annals of Phytomedicine (AP), is an international, peer-reviewed scientific journal, dedicated to publishing cutting edge research in all areas of phytomedicine. It will publish significant and outstanding developments in all phases of phytomedicine, thus ensuring its scientific priority. The manuscripts intended for publication shall be rigorously refereed and selected on the basis of quality and originality of the work. The Journal is aimed at publishing and disseminating the innovative findings in the field of phytotherapy (clinical trials), phytopharmacology, pharmacognosy, phytopharmaceuticals, molecular biological studies, natural product chemistry, biological activity of plant extracts and isolated compounds, pharmacological applications and traditional medicine, clinical studies of standardized phytopreparations, phytotoxicity and standardization of drugs and also other related aspects within a single publication.

**Annals of Phytomedicine (AP): An International Journal** is dedicated to increasing the depth of the subject across disciplines with the ultimate aim of expanding knowledge of phytomedicine. AP aims to publish original, peer-reviewed papers, encompassing all aspects of phytomedicine. The Journal welcomes submission of manuscripts that meet the general criteria of significance and scientific excellence. This Journal will provide a forum for the publication of following types of contributions:

- Invited commentary
- Invited article
- Review article
- Special category article
- Original article
- Short communication

We invite you to submit your manuscripts to AP which aim at rapid publication of high quality research articles while maintaining rigorous peer-review process. The manuscripts intended for publication shall be rigorously refereed and selected on the basis of quality and originality of the work. We accept articles which are having more than 80% originality.

## Editorial policy

Research papers submitted to AP must be original and not published or submitted for publication elsewhere. The corresponding author of the paper is responsible for ensuring that the manuscript has been approved by all the coauthors. It is also the responsibility of the corresponding author to ensure that the papers emanating from a particular institution are submitted with the necessary approval of that institution. Authors must note that plagiarism of any sort of is not acceptable. Even after acceptance of the paper, if it is found to have been plagiarized, it will not be published. Manuscripts should be addressed to the Editor-in-Chief, Annals of Phytomedicine. Authors are advised to submit their manuscripts online at [ukaaz@yahoo.com](mailto:ukaaz@yahoo.com)

**“Annals of Phytomedicine: An International Journal” is published from Hyderabad, Telangana State, India. The Journal obeys with the moral justice and ethics as per the norms and guarantees reproducing or promoting does not impact the editor’s decision.**

## Editor-in-Chief, Editors and Editorial Board

The Editor-in-Chief, is responsible for the overall quality of the intellectual content of the journal and responsibility to maintain the integrity between the review process and the published scientific articles timely as per the journal norms. All the editors are equally responsible for upholding the mission and scope of the journal and for selecting papers that provide new, original, and important contributions to knowledge for the benefits of the society. The Editor-in-Chief selects associate editors, coordinating editors, editorial board members, reviewers, and any other editorial positions required

in developing content for the Journal. The Editor-in-Chief serves as chair of the editorial board and oversees its work.

## Responsibilities

### 1. The Editor-in-Chief oversees the mission and scope of the journal

- The Editor-in-Chief periodically reviews the editorial mission and scope of the journal, consults with the editorial board, and makes recommendations on the suitability of the manuscript.
- The Editor-in-Chief ensures that the papers published are consistent with the editorial mission.
- The Editor-in-Chief is responsible for making the decision to publish any thematic issues of the journal and for screening the papers to be published.
- The Editor-in-Chief may select a prestigious guest author for Invited commentary.
- The Editor-in-Chief may recommend to the publisher that a special issue be published as and when required, in addition to the regular issues of the journal.

### 2. The Editor-in-Chief is responsible for overseeing the editorial review process

- The Editor-in-Chief selects associate editors, coordinating editors, the editorial board members, reviewers, and any other special editors for jointly publication of journal.
- The Editor-in-Chief will use the publisher-provided peer-review system to conduct the editorial review process.
- The Editor-in-Chief will assign papers to reviewers who have the appropriate knowledge and skill to evaluate them timely.
- The Editor-in-Chief will be the final arbiter regarding the acceptance of papers when reviewers differ in their evaluations.
- The Editor-in-Chief will ensure that the review process is completed on time and that authors receive constructive feedback about papers submitted.

### 3. The Editor-in-Chief provides the manuscripts accepted for each issue to the publisher

- The Editor-in-Chief forwards the manuscripts for each issue to the publisher, submitting them to the managing editor assigned to the journal.
- The Editor-in-Chief ensures that the manuscripts are complete, including illustrations, references, and contact information for the authors.
- The Editor-in-Chief submits the manuscripts for each issue on time according to the schedule agreed upon with the publisher.

### 4. The Editor-in-Chief will see that the journal follows customary ethical policies

- The Editor-in-Chief will identify, investigate, and address any ethical breaches of conduct by authors and reviewers.
- The Editor-in-Chief will see that authors are treated with fairness, courtesy, objectivity, and honesty.
- The Editor-in-Chief must be prepared to deal with errors and allegations of misbehaviour.

### 5. The Editor-in-Chief will seek opportunities to promote the journal

- The Editor-in-Chief will seek to speak at conferences and other events about the purpose and values of the journal, inviting potential contributors to consider submitting papers to the journal.
- The Editor-in-Chief will identify indexes in which the journal should be included and pass that information on to Human Kinetics.

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- The Editor-in-Chief will help the publisher promote the journal by identifying places, events, and individuals to whom promotional material should be sent.
6. **The Editor-in-Chief will provide the publisher with appropriate information about the editorial activities of the journal**
- The Editor-in-Chief will prepare an annual report according to an agreed upon schedule.
  - The Editor-in-Chief will report opportunities about which the publisher should know to help improve the Journal.
  - The Editor-in-Chief will report any significant problems that might affect the quality or timely release of the Journal.
  - The Editor-in-Chief has the final decision-making responsibility for the acceptance or rejection of all manuscripts submitted to the Journal. The publisher will not become involved in editorial decisions.
  - Any ideas obtained through peer review must be kept confidential and not used for personal advantage.

### Peer-review process

Peer-review process is the essential part for maintaining substantial standard in publishing and brings out the best possible scientific novel information from the potential authors and researchers globally. Reviewers play a pivotal role in scholarly publishing. The peer-review system exists to validate academic work, helps to improve the quality of published research, and increases networking possibilities within research communities. Despite criticisms, peer-review is still the only widely accepted method for research validation and has continued successfully with relatively minor changes.

Editorial policies of the journal are conducted according to the rules and ethics and reflected in the uniform requirements for manuscripts submitted to “**Annals of Phytomedicine: An International Journal**” for publication. The Editor-in-Chief of the Journal play an important role in the peer-review process. Some editors will also check for plagiarism and other forms of intellectual misconduct for achieving successful publication.

Submitted manuscripts are subjected to double-blind peer-review. The scientific board members guide the selection of articles as per the scope of the Journal. All manuscripts are reviewed by the editor, associate editors, co-ordinating editors and also editorial board members and at least two to three internal and external expert referees in the relevant field of research. All research articles undergo review by statistical editor and also technical editors. Manuscripts with significant results will be reviewed and published with the highest priority and speed. Referees should express their views clearly with supporting arguments and based on that Journal have to give possible decisions on a manuscript, such as:

- Accepted as it is
- Accepted after minor revision
- Accepted after major revision
- Rejected

If, the peer-reviewers have suggested revisions that will improve the paper and the Editor-in-Chief agrees, he or she will then need to work with the author as those revisions are designed and completed. The paper is likely to go through another cycle of review at that point before articles are ready for publication.

### Based on the recommendations, made by the reviewers, further steps may be necessary

- Publish unaltered:** The manuscript will receive a further check from research review Journal’s Editorial Team for consistency. Once complete, the author, will be notified of the acceptance of their manuscript.
- Consider after minor changes:** The author will receive feedback and be asked to submit a revised version addressing the reviewers’ concerns. The Editor-in-Chief will check the amended manuscript and ensure the concerns have been addressed. If satisfied, the Editor-in-Chief can accept the manuscript.

**iii. Accept after major changes:** The author will receive feedback and be asked to submit a revised version addressing the reviewers’ concerns. The revised article will be sent to the original reviewers to be reassessed. The Editor-in-Chief will then make a recommendation and may ask for further amendments.

**iv. Reject:** The manuscript is immediately rejected.

### Note

Authors are requested to return the manuscripts with minor revision within 48 hours and major revision within 72 hours, otherwise the publication of the same will be delayed and would appear in next or subsequent issues.

Three types of manuscripts may be submitted for publication in this Journal.

### Invited commentary

This article is written by a well known scientist of medicinal and aromatic plants. These articles should not be more than 8-10 manuscript pages.

### Invited article

This article is written by a person who is working on “Herbs that heal or Fruits that heal or Vegetables that heal”. These articles should not be more than 15-20 manuscript pages.

### Special invited review article

This type of article is included on a special invited article. These articles should not be more than 15-20 manuscript pages.

### Review article

Authors are advised to concentrate more on their work and to review the same keeping into consideration the significant recent contributions by other authors. These reviews will also be subjected to peer-review. Reviews should be concise and conform to the limit of 25-30 manuscript pages including tables and figures.

### Original article

These articles should describe new findings and experimental procedures in sufficient detail for the editorial board and the other reviewers to verify the work. These articles should not be more than 20-25 manuscript pages.

### Short communication

A short communication is suitable for recording the results in brief or giving details of new models or hypotheses, besides inventing new formula, compound, molecule, innovative methods or new techniques, *etc.* It should not be more than 8-10 manuscript pages in length.

### Copyrights and permissions

The Editor-in-Chief and the editorial board will not be responsible for the statements and opinions expressed by the authors in their articles and reviews including short communications. Any part of Annals of Phytomedicine may be reproduced in any form without the written permission from the Editor-in-Chief. Submission of the manuscript implies that the work done has not been published before or it is not under consideration for publication elsewhere and if and when the manuscript is accepted for publication.

### Guidelines for submission of manuscripts

#### General

Manuscripts submitted for publication in Annals of Phytomedicine must be original and should not be published earlier in any Journal.

Manuscripts should be double spaced throughout with enough margins on all sides on white A4 size paper. One set of high quality original figure(s) and photograph(s) must be submitted along with the manuscript. However, corresponding author is advised to keep a copy of the manuscript for checking against proofs.

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## Title

The title of the paper should be brief, specific and informative. Title is to be followed by the name (s) of the author (s). Address of the institution should follow the next. The name and the address including e-mail and Mobile number of the corresponding author should be indicated.

## Abstract

A brief abstract not exceeding 250 words of the principal points and important conclusions should be typed after the address without additional paragraph indentation.

## Key words

There should be 4-6 key words indicating the contents of the paper.

## Text

The text of the paper should be divided into sections starting with "Introduction" and ending with "Conclusion". Introduction should be brief and limited to the statement of the problem and the experiment. The literature reviewed should be pertinent to the problem under study. Materials and methods should include relevant details on the nature of material, experimental design and the statistical methods used. However, results and discussion should be separately. The discussion should briefly attempt at relating author's result (s) to other work on the subject and give authors conclusion. Numerical results should be shown in the tables and same may be repeated in the text.

## Tables

Tables should be short and must be numbered in arabic numerals and cited in the text accordingly.

## Figures

Figures should be numbered in arabic numerals and cited in the text with the same number.

Figures should be supplied in JPEG or TIFF formats with the high resolution, suitable for reproduction. Hard copies of the figures should be clear, well contrasted and glossy prints. The original drawing should be made in black on a good quality paper and preferably on A4 size white paper or tracing paper.

## Photographs

Photographs should be of high contrast on glossy paper and should not be folded or creased. They should be cited in the text in arabic numerals.

## Units

The following units should be used: length (m, cm, mm,  $\mu$ m, nm, Å), mass (kg, g, mg,  $\mu$ g, ng, pg, mol, mmol), volume (l, ml,  $\mu$ l), time (s, min, h, d), temperature ( $^{\circ}$ C, K), radiation (Bq, Ci, dpm, Gy, rad), and concentration (M, mM, mol/l, mmol/ml, mg/ml,  $\mu$ g/ml, %, % (v/v), % (w/v), ppm, ppb).

## Acknowledgements

It should be brief and meaningful. One should mention the guidance or assistance received in real terms and financial grant provided by an agency.

## References

References should be arranged alphabetically by author's name, followed by initials(s), year in bracket, title, journal, volume, number of the volume if any and the pages of the paper. References should be cited in the text by author's name and years, *i.e.* Khan (1983), Aradhana and Manoj Kumar (2010) and Johnson *et al.* (1955). Contributors are advised to follow the pattern given below:

**Research Paper:** Khan, Irfan Ali (1983). Mutation studies in mung bean (*Phaseolus aureus* Roxb). V. Induced polygenic variability after seed irradiation. Canadian J. Genet. Cytol., **25**(3):298-303.

Rizvi, S. I. and Maurya, P. K. (2007). Alterations in antioxidant enzymes during ageing in humans. Mol. Biotechnol., **37**(1):58-61.

Johson, H.W.; Robinson, H.F and Comstock, R.E.(1955). Estimates of genetic and environmental variability in soybean. Agron. J.,**46** : 314-315.

**Book:** Falconer, D.S. (1960). Introduction to Quantitative Genetics. The Royal Press Co., New York, U.S.A, pp:365.

Khan, Irfan Ali and Khanum, Atiya (1994). Fundamentals of Biostatistics (5th Edition). Ukaaz Publications, Hyderabad, India, pp:904.

**Edited Book:** Susan Eapen (2007). Plant Biotechnology in aid of AIDS. In: Herbal therapy for AIDS (ed. Khan, Irfan Ali and Khanum, Atiya), Ukaaz Publications, Hyderabad, India, pp:129-124.

**Ph.D. Thesis:** Chandra, A.(2002). Pulses, the protein plants and their biochemical investigations. Ph.D. Thesis, University of Rajasthan, Jaipur.

**Proceedings:** Burton, G.W. (1952). Quantitative inheritance in grass. Proc. 6th Int. Grassland Cong., **1**. 227-283.

## Page proof

The proofs will be sent to the corresponding author only unless until specified clearly. These should be corrected and returned as per the policy as specified earlier.

## Reprints

Editor-in-Chief of the journal would like to inform all the contributors that the policy of the journal is not to give reprints to the authors.

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