

Guidelines

Journal of Research- Assam Agricultural University*

AIM AND SCOPE:

“Journal of Research- Assam Agricultural University” is a scholarly and scientific journal of Assam Agricultural University quarterly publishing peer reviewed full-length research papers, review articles and short notes in all branches of Agriculture and allied sciences. The aim of the journal is to publish original research work on basic and applied aspects of Agriculture, Veterinary Science, Community Science (Home science), Sericulture, Fisheries Sciences including computer applications in Agriculture and allied sciences

The areas covered under Agriculture shall be- Agronomy, Horticulture, Plant Breeding & Genetics, Soil Science, Crop Physiology, Entomology, Plant Pathology, Nematology, Agricultural Microbiology, Agricultural Chemistry & Biochemistry, Agricultural Biotechnology, Tea Husbandry & Technology, Food Science & Technology, Seed Science & Technology, Agricultural Economics & Farm Management, Agricultural Extension Education, Agricultural Statistics, Agricultural Meteorology, Agri-Business Management, and Agricultural Engineering.

Under Veterinary Science, the following areas shall be included- Veterinary Anatomy & Histology, Veterinary Physiology, Veterinary Biochemistry, Animal Genetics & Breeding, Animal Nutrition, Animal Reproduction, Gynaecology & Obstetrics, Animal Biotechnology, Livestock Production & Management, Livestock Products Technology, Poultry Science, Veterinary Clinical Medicine, Ethics & Jurisprudence, Veterinary Epidemiology & Preventive Medicine, Veterinary Microbiology, Veterinary Parasitology, Veterinary Pathology, Veterinary Public Health, and Veterinary Surgery & Radiology.

Community Science (Home Science) shall include- Family Resource Management, Food Science & Nutrition, Human Development & Family Studies, Textile & Apparel Designing, and Extension & Community Management.

The areas included under Sericulture shall be- Sericulture Crop Improvement, Silkworm Host Plant Production, Natural Resource Management, Cocoon Crop Production, Sericultural Biotechnology, Silk Product Science & Technology, and Social Science.

*To be renamed shortly as Agricultural Science and Technology Journal (ASTJ)

The following areas shall be included under Fisheries Science- Fishery Biology, Fish Farming, Water Fisheries & Pollution, Fish Feed Technology, Aquaculture Practices, Fish Improvement, Genetics & Biotechnology, Fish Medicines & Vaccines, Fisheries Environmental Science, Fishery Economics & Management, Fishery Engineering & Technology, Fishery Extension Education, and Fishery Resource Management.

Three types of manuscripts, *viz.*, full-length research papers, short notes and review articles will be considered for publication after thorough review by referees in the relevant field. Invited review articles from distinguished scientists/academicians in the fields of agriculture and allied sciences will be published from time to time.

The journal will be open to the scientists/ researchers working in universities, institutions, research organizations, research laboratories of India and abroad, for submission of original research work/research review on the aforementioned areas of agriculture and allied sciences.

Publication details:

Publisher: Assam Agricultural University

Print ISSN: 0258-1728

Online ISSN: To be applied for

Number of issues per year: 4 (Four)

Print frequency: Quarterly

Months of publication: March, June, September and December

The journal will be published initially in print version. After necessary formalities, online version will be published along with print version.

The first issue of the to-be revived journal will bear Volume no. 12 Issue no. 1, keeping continuity with the last issue of the then half yearly journal published in 1990 as Volume 11 (2).

Subscription:

Subscription rates for print and on-line versions of the Journal, for Indian and foreign subscribers are as follows:

Institutional: Rs. 10,000.00 per annum (India)
US\$ 150.00 or equivalent per annum (Foreign)

Individual: Rs.1500.00 per annum (India)
US\$ 22.50 or equivalent per annum (Foreign)

All remittances should be by Cheque/ Demand Draft payable to the Secretary, Journal of Research- Assam Agricultural University.

INSTRUCTIONS TO AUTHOR:

A. Pre-submission information:

1. Originality of work intended for publication:

- a. The article intended for publication in the journal must describe an original work and has not been published previously (except in the form of an abstract, a published lecture or academic thesis), and not under consideration for publication elsewhere. All authors should warrant that the manuscript is original and has not been submitted for or published elsewhere.
- b. Submission of the article should be approved by all authors and consented (tacitly or explicitly) by the responsible authorities where the work was carried out. All authors should thus warrant that, they are the sole authors of the work; and where necessary, they have obtained required permission from companies, agencies, individual(s) or who so ever involved in or with the manuscript.
- c. If accepted, the article shall not be published elsewhere in the same form, in English or any other language, including electronically.
- d. To verify originality, the article may be checked by originality detection service.

2. Publication ethics : Authors should make themselves aware of the policies on publication ethics defined by the following organisations-

- a. COPE (Committee on Publication Ethics)
- b. DOAJ (Directory of Open Access Journals)

The journal's Publication Ethics and Publication Malpractice Statement are based mainly on the guidelines and standards developed by the COPE. Authors should see <http://www.agriculturejournal.org/submission/publication-ethics-and-malpractice-statement/>

3. **Conflict of interest:** All authors should declare conflict of interest (*Form No. 2*), if any, regarding financial, personal or any other relationships with other parties that can inappropriately influence their work. Potential conflicts of interest include employment, consultancies, honoraria, paid expert testimony, patent applications/ registrations and grants or funding.
4. **Funding source:** It is mandatory to acknowledge the source of funding and grants, if any, in the 'Acknowledgement' section of the article.

5. **Article processing charges:** The author(s) should pay article processing charges (to be fixed by the publisher).
6. **Copyright policy:** The journal will retain publishing rights without restrictions. Upon acceptance of the article, the authors will have to complete a ‘Copyright Agreement’ (*Form No .4*).

All authors should authorise the Assam Agricultural University (AAU), to publish the manuscript in the Journal of Research- Assam Agricultural University and, in consideration of the publication of the manuscript, agree to hold the AAU, or its assigns, affiliates, subsidiaries, officers and employees harmless and agree to defend the AAU, or its assigns, affiliates, subsidiaries, officers and employees in any action for damage which might arise as a direct or indirect result of the publication of the manuscript and to defend the AAU, or its assigns, affiliates, subsidiaries, officers and employees from third party liability associated with the manuscript and its publication. In consideration of the publication of the manuscript, all authors should expressly assign ownership of the copyright and all rights to the manuscript to AAU, and all authors should expressly grant to AAU, or its assigns, affiliates, subsidiaries, officers and employees the followings:

- a. The right to edit, clarify and shorten the manuscript, if the Editorial Board deems it necessary; and,
 - b. The right to publish, amend and summarize all or part of the manuscript in any compilation of manuscripts which the Editorial Board might publish, and,
 - c. The right to make the manuscript and the journal in which it is published available to databases, or distributors which might be involved in disseminating manuscripts or journals to various audiences. If excerpts from other copyrighted works are included, the author(s) must obtain written permission from the copyright owners and credit the source(s) in the article.
7. **Plagiarism:** The author(s) while submitting article to the journal should confirm the following in *Form No. 1* -
 - a. No part of this manuscript is plagiarised from other sources.
 - b. For all contents extracted from other sources, the proper reference is provided.

The journal uses plagiarism detection tools for each article. Whether intentional or not, plagiarism is a serious violation of publication ethics and the journal does not encourage any form of plagiarism and duplicate submission. Hence, the authors must go for a thorough check of the article content before submitting it to the journal for publication. This journal defines plagiarism as a case in which the article reproduces another work with at least 25% similarity and without citation. If evidence of plagiarism is detected before/after acceptance or after publication of the article, the author(s) will be offered a chance of rebuttal. If the arguments are not found to be satisfactory, the manuscript will be retracted and the author(s) will be debarred from publishing in the journal for a period of two years.

Correction policy: Serious mistakes in a published article that might affect accuracy of information may be corrected. Such corrections will be published in the subsequent issue of the journal under “Correction and addendum”.

8. Authorship policy:

- a. All the co-authors should sign a declaration (*Form No. 1*) of their individual contribution in the preparation of the article.
- b. Any addition, deletion or rearrangement in authors’ name before publication of article, must be sent to the Chief Editor by the corresponding author of the accepted manuscript, with details of the followings-
 1. Reason why the name(s) should be removed or added or rearranged. (Addition of a new name as one of the authors is usually discouraged unless it is utterly essential).
 2. Confirmatory email from all co-authors that they agree with removal, addition or rearrangement.

9. Manuscript withdrawal policy:

- a. Manuscript may be withdrawn by writing a letter to the Chief Editor at email address jres.aau@aau.ac.in stating the reason of withdrawal and submitting a signed withdrawal form (*Form No. 5*).
- b. Manuscript withdrawal within 15 days of submission is free of charge. However, withdrawal after 15 days entails a Manuscript Late Withdrawal Fee (MLWF) of Rs.1000.00 or US\$ 15.00 (or equivalent) per manuscript. Remittance of MLWF should be by Cheque/Demand Draft payable to the Secretary, Journal of Research- Assam Agricultural University.
- c. Manuscript cannot be withdrawn after the Corresponding Author has been intimated about its acceptance for publication, by the editorial office.

10. Manuscript Preparation:

(1) General: Manuscript should be prepared in MS Word. Follow these instructions for formatting-

- a. Text should be in single column in Arial or Times New Roman fonts, with a normal font size 12, and line space 2. Keep font size 16 (bold) for the title; 16(bold) for first order heading, 14(bold) for second order heading and 12(bold) for third order heading ending with a colon (:). Page layout should be Top=Bottom= 2.5cm (1inch); and Left=Right= 0.8 cm (0.32inch). All pages should be numbered at the bottom right corner, starting from the title page.
- b. Keep the text aligned left without justifying paragraph.
- c. Use the spell-checker and grammar-checker of the word processor.
- d. The quality of scanned figures should be checked before submission. All legends should be clearly visible.

- e. Tables, figures, photographs and other illustrations should be properly numbered in Arabic numerals and appropriately placed in the text.
- f. Abbreviations used in the article should be correct and applicable to the work. Each abbreviation should be clearly spelled out and written in parentheses at the first mention in the text. No abbreviation should be used in the Abstract. Ensure consistency of abbreviations through the article. For nomenclature, abbreviations and symbols, authors should follow internationally accepted rules, including those adopted by the Commission on Biochemical Nomenclature.
- g. Only recommended units of the metric system should be used.

(2) Title: the title should be :

- a. Brief, to the point, clear and easy to understand.
- b. Do not use non-standard abbreviations and symbols in the title.
- c. If the title has name of any organism, use its recent scientific name in full form followed by Order and Family names in parentheses.
- d. Title should be in font size 16 and bold.

(3) Authors' name and affiliation (font size 12 and bold): Title should be followed by authors' names as shown below-

- a. Full name to be mentioned, i.e. First name Middle name Last name
- b. Names should not include any title like Dr., Mr., Mrs., Ms. etc.
- c. Affiliation should be shown as superscript number corresponding to the institution, e.g., ¹Animesh Kumar Baruah
- d. Multiple affiliations should be shown as multiple superscript numbers corresponding to institutions.
- e. Corresponding author should be marked as superscript^C, e.g., ¹Animesh Kumar Baruah^C
- f. Email, phone number and address of the corresponding author should be mentioned following names and affiliation.
- g. Present addresses of authors should appear as footnote on the title page.

(4) Abstract: All articles, including short notes and review articles should have an Abstract.

- a. The Abstract should be a brief summary, stating the necessary contents and points of the entire work. It should present a concise, straight and to the point definition/ analysis of each section of the work, including introduction, scope of the work, significant data and major findings and conclusions. Thus, the Abstract should briefly reflect all aspects of study, as most indexing databases list mainly abstracts.

- b. The Abstract should be written in past tense, third person. The sentences should be correct, full and active.
- c. Standard nomenclature should be used and abbreviations should be avoided. No reference should appear in the Abstract.
- d. Limit the Abstract within 200 words for full-length paper and review article, and within 100 words for short notes.

(5) Key words: Abstract should be followed by Key words.

- a. Provide four to six vital and appropriate key words, each separated by comma (,).
- b. The Key words should be arranged alphabetically and the first letter of each Key word should be in higher case.
- c. Be sparing with abbreviations. Only abbreviations firmly established in the field may be used, e.g., DNA, IPM, etc.

(6) Introduction: Start Introduction as a paragraph immediately after Key words.

- a. Introduction should briefly but clearly explain the rationale behind the study.
- b. Introduction should lead the reader to the importance and objectives of the study through clear statements of the subjects under discussion, method of approaching the work and analysis of findings.
- c. Introduction should be clear to the general reader at a glance, including those in the field of study and those who are not.
- d. Published literature relevant to the objectives of the study should be tied up in this section.

(7) Materials and Methods: This section should immediately follow the Introduction, preferably in the same page.

- a. All important materials used in the study with their source should be mentioned.
- b. The methods adopted in the study, if previously published, should be briefly mentioned, citing appropriate references. Any new or modified method used should be described in sufficient detail, in a comprehensible manner.
- c. Any computer software referred to among methods used must be obtainable either commercially or upon request from the authors.
- d. Capitalize trade names and mention manufacturer's address.
- e. The statistical methods used should be mentioned clearly, preferably citing reference.
- f. The data that need statistical test should be subjected to appropriate test at appropriate levels of significance (e.g., $p=0.05$, $p=0.01$).

- g. Materials and Methods should be complete enough to allow experiments to be reproduced.

(8) Results and Discussion: This section should follow Materials and Methods. All findings presented in a logical sequence in the form of tables, graphs and photographs or in any other form of illustration or as text should be described and discussed in this section.

- a. The results should be written clearly for easy understanding and to avoid ambiguity of meaning. All findings of the study should be expressed in complete sentences written in past tense.
- b. The data should be statistically analysed, wherever necessary, and level(s) of significance stated.
- c. Statistically non-significant data may simply be mentioned in the text without going for any illustration.
- d. All tables, figures, photographs and other illustrations must be numbered in Arabic numerals and should have appropriate title or caption and a legend to make them self-explanatory.
- e. Do not duplicate data in both figures and tables.
- f. All the findings presented should be discussed side by side/ concurrently by logically interpreting them and by conveying as to how they could enhance current understanding of the problem or enrich present status of knowledge. Literature supporting the interpretation or otherwise should be cited at appropriate places while discussing the results in this section.
- g. The section should also show the possibilities/ avenues of further study, as revealed/ envisaged by the results obtained.
- h. State the conclusions in a few sentences at the end of this section.

(9) Acknowledgements: Results and Discussion section should be followed by Acknowledgement. The acknowledgements of individuals who provided help during the research but are not included among the authors, should be brief. The sources of financial support including research grants, scholarships, fellowships, if any, should invariably be mentioned in the section.

(10) Appendices: Appendices should contain information that is not essential to explain the findings, but that supports the analysis / synthesis of findings, validates the conclusions or pursues a related point should be placed in an appendix. The information included in the appendix must have direct relationship with the purpose of research. It must be a useful tool for the reader to understand the work with ease. The number of appendices should not be more than three. All appendices should be lettered, (e.g., Appendix A, Appendix B; but never numbered), followed by a short title. Appendices should be referred to at proper places in the text, e.g., Meteorological data of the experimentation period are appended (Appendix A).

(11) References:

- a. Use American Psychological Association (APA) reference style as, besides being used in education and psychology, it is the normally used style of reference writing in research papers on science.
- b. The references should be arranged alphabetically in the section.
- c. **In-text references:** The In-text citation of reference should immediately follow the title, word, or phrase to which they are directly relevant, rather than appearing at the end of long clauses or sentences. In-text references include three kinds of information- The author's last name and the work's year of publication must always appear, and these items must match exactly the corresponding entry in the Reference section. In-text references may be cited in parentheses, e.g. (Crockatt, 1995), or (Gass & Varonis, 1984), or (Norris-Shortle *et al.*, 2006); or as a part of the narrative, e.g. Crockatt (1995), or Gass and Varonis (1984), or Norris-Shortle *et al.*, (2006) The third kind of information, the page number, appears only in a citation to direct quotation; e.g. Direct quote from the text "The potentially contradictory nature of Moscow's priorities surfaced first in its policies towards East Germany and Yugoslavia" (Crockatt, 1995, p.1).

For direct quotations of more than 40 words, display the quote as an indented block of text without quotation marks and include the authors' names, year, and page number in parentheses at the end of the quote, e.g.

This suggests that familiarity with.....facilitates comprehension (Gass & Varonis, 1984, p. 77).

Works by multiple authors:

When using multiple authors' names as part of narrative, rather than in parentheses, always spell out the word 'and'. For multiple authors' names within a parenthetical citation, use '&'.

One author: (Field, 2005)

Two authors: (Gass & Varonis, 1984)

Three or more authors: (Norris-Shortle *et al.*, 2006)

In the event that an author/a group of authors in same chronological order cited has had two or more works published during the same year, the reference, both in the text and in the Reference section, should be identified by a lower case letter like 'a' and 'b' after the year to distinguish the works.

Examples: Journal article (In Print):

Libali, M.W. (1999). How children change their minds: Strategy change can be gradual or abrupt. *Developmental Psychology*, 35, 127-145

Examples: Journal article (without DOI):

Carter, S. & Dunbar-Odom, D.(2009). The converging literacies centre: An integrated model for writing programs. *Kairos:A Journal of Rhetoric, Technology, and Pedagogy*, 14(1):38-48. Retrieved from <http://kairos.technorhetoric.net/>

Examples: Journal article (with DOI):

Gaudio, J.L. & Snowdon, C.T. (2008). Spatial cues more silent than colour cues in cotton-top tamarins (*Saguinus Oedipus*) reversal learning. *Journal of Comparative Psychology*, 122, 441-444. Doi: 10.1037/0735-7036.122.4.441

Examples: A book (Print version):

Baxter, C. (1997). *Race equality in health care and education*. Philadelphia: Balliere Tindall

Examples: A book chapter (Print version):

Haybron, D.M. (2008). Philosophy and the science of subjective well-being (pp.17-43). New York, NY: Guilford Press.

Examples: An eBook:

Millbower, L. (2003). Show biz training: Fun and effective business training techniques from the worlds of stage, screen, and song. Retrieved February 15,2014, from <http://www.amacombooks.org/>

Examples: Websites (Professional or personal sites):

The World Famous Hot Dog Site. (1999, July 7). Retrieved January 5, 2008, from <http://www.xroads.com/-tcs/hotdog/hotdog.html>

Examples: Websites (online government publications):

U.S. Department of Justice. (2006, September 10). Trends in violent victimization by age, 1973-2005. Retrieved March 6, 2009 from <http://www.ojp.usdoj.gov/bjs/glance/vage.htm>

Example: Emails (Cited in-text only):

Stein, C. (2006, January 5). Chessie rescue-Annapolis, MD [Message posted to Chessie- L electronic mailing list]. Retrieved from <http://chessie-l-owner@lists.best.com>

Example: Radio and TV episodes (from library databases):

Sepic, M. (Writer). (2008). Federal prosecutors eye MySpace bullying case [Television series episode]/ In NPR (producer), All things considered. Retrieved from <http://www.npr.org/templates/story/>

Example: Film clips from website:

Kaufman, J.C. (Producer), Lacy, L. (Director), & Hawkey. P. (Writer). (1979). Mean Joe Greene [Video file]. Retrieved from http://memory.loc.gov/mbrs/ccmp/meanjoe_01g.ram

Example: Conference presentation:

Author(s). Title. Poster / Paper presented at: Meeting name; Date(s); Location

Example: Conference presentation (Online):

Author(s). Title. Poster / Paper presented at: Meeting name; Date(s); Location. URL. Date accessed

Example: Thesis (Unpublished):

Saikia, M.(2013). Association mapping in rice: a case study(Unpublished Ph.D. thesis), Assam Agricultural University, Jorhat, India

Saikia, M.(2013). Association mapping in rice: a case study(Unpublished Ph.D. thesis), Assam Agricultural University, Jorhat, India. Retrieved from <http://espace.library.aau.ac.in/view.PBG:158747>

Example: Article in daily newspaper:

Dougherty, R. (2006, January 11). Jury convicts man in drunk driving death. *Centre Daily Times*, p 1

Example: Article in periodical magazine:

Will, G.F. (2004, July 5). Waging war on Wal-Mart, *Newsweek*, 144

Unpublished results and personal communications are not recommended in the Reference section, but may be mentioned in the text substituting the publication year with '(Unpublished results)' or '(Personal communication)',

after mentioning the author's name. Citation of reference in Reference section as '(in press)' implies that the item has been accepted for publication.

(12) Tables:

- a. Tables should be prepared only in MS word format as editable text and never as images.
- b. Tables should be numbered consecutively in Arabic numerals, followed by a brief title in title case.
- c. The table title, though brief, should have the optimum details to be self-explanatory, so that the reader need not refer to the text.
- d. The same data should not be presented in both table and graph form.
- e. Units of measurement should be in abbreviation and placed just below the column headings.
- f. The tables should not be very large that they run more than an A4 sized paper.
- g. Tables should be placed in appropriate places of the text.
- h. Avoid shading of the table cells.

(13) Figures:

- a. Figures should be numbered consecutively in Arabic numerals, and upper case letters for their parts, e.g., Figure 1A, 1B.
- b. Figure number should be followed by a brief title.
- c. Graphs should be prepared using MS Excel and submitted as Excel graph pasted in word.
- d. Graphs should have legends with sufficient description for proper understanding, without referring to the text of the manuscript.
- e. Images should be prepared using applications capable of generating high resolution JPEG (Joint Photographic Expert Group) or TIFF (Tagged Image File Format) before pasting in the Microsoft Word manuscript file.
- f. Figures should be placed in appropriate places of the text.
- g. Mention and properly cite the source of figure, if extracted from other source.

(14) Biological nomenclature:

- a. Scientific names of plants, animals and microbes should be in italics and in proper nomenclature format.
- b. A scientific name in the article title should be followed by the order and family names in parenthesis (Order: Family).

11. Short notes: Short notes deal with work that has limited scope than is found in full-length research papers. The points differentiating a short note from a full-length research paper - (1) Abstract is limited to 100 words; (2) there are no section headings – 'Introduction', 'Materials and Methods', and 'Results and Discussion'. Instead the introductory part, experimental procedures, results and discussion and a brief

conclusion should be combined into a single section without any heading; (3) the number of tables and figures should not exceed two each; and (4) Short notes should be typically of 3-5 thousand words, while full-length papers should be typically of 8-10 thousand words.

12. Review article: Reviews and perspectives covering various topics of significance are welcomed and encouraged. Reviews should be precise and between 12-18 manuscript pages, i.e. 4-6 printed pages. Review manuscripts are also sent to qualified reviewers.

13. Proof correction:

Once the article is accepted after peer review, a pdf in journal format is prepared.

- a. A copy of the peer reviewed version of the article in pdf file is emailed to the corresponding author for proof check.
- b. Ensure that all corrections are done in this proof as subsequent changes after this communication cannot be guaranteed.
- c. The changes made will be incorporated in the final version.

14. Pre-submission checklist:

Authors should check the items in the list below and complete the manuscript accordingly. Incomplete submission will delay processing of the article.

- a. Title does not have any non-standard abbreviation or symbol.
- b. Author names conform to the journal's requirement.
- c. Corresponding author is marked and his/her email, phone number and full postal address mentioned.
- d. Author affiliations are checked.
- e. Key words (four to six) are added.
- f. Tables are properly numbered; have proper title and footnotes, and are properly placed in the text.
- g. Figures are properly numbered, with proper title and legends, and are properly placed in the text.
- h. Figures/photographs and other illustrations are crisp and clear with high resolution.
- i. Copyright Agreement (*Form No. 4*) and conflict of interest declaration (*Form No. 2*) are properly and completely filled and signed by each author, even if the authors have no conflict of interest.
- j. Acknowledgement is added and funding sources are mentioned.
- k. Appendices (not more than three), are lettered and not numbered.
- l. References are in proper format and all references mentioned in the Reference section precisely match with the in-text citations.
- m. Article is thoroughly spell-checked and grammar-checked.
- n. Journal policies detailed in this guide have been gone through by all authors.

- o. A list of two to five reviewers for the manuscript, with their addresses, email and phone numbers has been submitted with the manuscript (*Form No.3*).

15. Article submission:

- a. Submission of manuscript should be online as two email word file attachments to the editorial office at jres.aau@aau.ac.in
- b. The two attached files should be named with the surname of the first author followed by the word- (Blinded) for the file containing a 'blinded' version of the manuscript to be sent to reviewers; and in the other file name, the surname to be followed by the word-(Open); e.g., Borthakur (Blinded), Borthakur (Open). Please ensure that in the 'blinded' version of the manuscript, all authors' names and affiliations have been removed and any identifying references have been anonymised.
- c. The cover letter from the corresponding author should have-
 1. Corresponding author's full address, phone number and fax number.
 2. A list of two to five reviewers with their addresses, email and phone numbers. The editorial office may however designate other reviewers.
 3. List of changes made in the 'blinded' version of the manuscript (*Table 6*).
 4. In confirmation of receipt of the manuscript, a return email with a Manuscript Number is sent to the corresponding author by the editorial office.

16. Review process: Submitted papers are first checked by the Chief Editor. The papers that do not fall within the scope of the journal are 'desk-rejected'. The papers that are border-line are sent to an expert adviser for advice. Further, the papers that fail to meet a minimum threshold for quality and originality will be rejected without being sent for review. Papers passing through this initial editorial scrutiny are sent to qualified reviewers. This is done by the editorial desk within the shortest possible time.

All papers are reviewed using a 'double-blind' process in which reviewers are not informed who are the authors of the paper, as well as the authors are not knowing who are the reviewers. To make these possible, authors need to submit two versions of their manuscript, a 'full' one which will be seen only by the Editorial Board, and a 'blinded' version (the version sent to reviewers) in which the names and addresses of authors have been removed and any identifying references have been suitably anonymised.

After going through the reviews, the Chief Editor can make a decision, with consent from the Editorial Board members as to whether to accept, reject or ask for a 'revision and resubmission' of the submitted paper.

The editorial office strives to return the reviewers' comments to authors within three weeks of receipt of the manuscripts. The Editorial Board members re-review the manuscripts before they are accepted finally.

- 17. Fees and Charges:** Authors will have to pay an Article Processing Charge (APC) for its handling. The charge is Rs. 500.00 or US\$ 7.50 (or equivalent) per article (Full length paper/ Short note/ Review article). The Corresponding Author should remit this amount at initial submission of the manuscript. No APC is charged for Invited review article.

All remittances should be by cheque/Demand Draft payable to the Secretary, Journal of Research- Assam Agricultural University.

- 18. Jurisdiction:** All disputes concerning submitted articles, published material, advertisement, subscription and sale will be subject to Jorhat jurisdiction only.
