



MOST IMMEDIATE

**Government of Jammu & Kashmir
Higher Education Department
Civil Secretariat, Jammu**

Circular

The faculty of all Degree Colleges of J&K State are required to submit research papers (not more than 10 pages) in Mathematics, Computer Sciences, Engineering Sciences and all Science Subjects for publication in HED Journals (JK Knowledge Initiative & Zero) till 31st January 2018, (as per instructions and agreement) as **annexure**.

The research papers can be sent on Email Id's asgarsamoon@gmail.com & dharrajshree@gmail.com .

Encl: 03

(Irfan Manzoor), KAS
Under Secretary to Government
Higher Education Department

No: *PS/HED/16*

Dated: 02.01.2018

Copy to:

1. Nodal Principal, A.S. College, Srinagar/GGM Science College, Jammu with the request to circulate amongst faculty of all Govt. Degree Colleges in their respective divisions.
2. Ps to Principal Secretary, Higher Education Department for information.

INSTRUCTIONS FOR AUTHORS

One soft copy of the manuscript should be submitted to the Editors or Editor in Chief of the Journal in Microsoft Word file format. The manuscript will be peer reviewed and published after referee's comments and finally after Editor in Chief's acceptance. The paper will not be sent back to the corresponding author for proof reading to avoid delay in the process of publication. All the authors will follow the instructions and prepare the manuscript accordingly.

MANUSCRIPT FORMAT

The manuscript must be typed in *double space* throughout including *abstract, text, references, tables, and legends of figures*. The manuscript should be arranged in the following sequence: Title-page, Abstract, Material and Methods, Results, Discussion, Acknowledgement(s), References, Table(s), Figure(s). The manuscript should be typed in Times New Roman font and 12 point size on one side of the A4 paper. All the pages should be numbered consecutively on right hand side bottom.

Title Page:

The title should concisely identify the contents and the by-line should comprise the author's name and complete address of the institution where the work was carried out. If there are more than one author, the address of the author to whom further correspondence is to be made should be indicated on this page, together with email address.

Abstract:

Following the title page, a self-contained abstract *not exceeding 250 words* and typed on a *separate* page should be placed. The first sentence of the abstract should indicate the objectives of the study. Subsequent sentences should indicate the location of the study, methods and summarize major findings. The last sentence should articulate the major conclusion(s).

Keywords:

From 5 to 7 key words, arranged alphabetically and separated by semicolon (;), if necessary, should be listed and placed after the abstract.

Text:

The text should begin on a fresh page and may be divided into sections, such as **Introduction, Materials and Methods, Results, and Discussion**. Not more than three levels of *headings* should ordinarily be used in the text. The first order heading (e.g. Introduction, Results, etc.) should be typed first-letter-cap-rest-lower-case and left-sided alignment; both second- and third-order headings should be typed first-letter-cap-rest-lower-case (e.g. *Chemical properties of soil*), and placed on the extreme left.

A *Short Communication* shall not have subsection headings until Acknowledgement(s) and References. Except Latin names, no other words should be italicized in the text. In the text, the references should be cited using a name and year system. If more than one paper is cited in a single year by the same author, this should be indicated by a suffix, a, b, etc. to the year, both in the text and the list of

references. Examples: Stewart (1967), Bennet (1986); Singh (1986); Bhellum and Magotra (2012); or (Bennet, 1886; Bhellum and Magotra, 2012; Singh, 1986; Stewart, 1967). *Note that within the parenthesis the names of authors are arranged alphabetically.*

In case there are more than two authors of a paper use *et al.* after the first name in the text, e.g. Manhas *et al.* (2006). A reference to an unpublished work may be cited in the text as 'in press' if the paper has been accepted by a journal. In such cases the name of the journal should be included in the reference list. Reference to a paper not yet accepted by a journal can be cited in the text as 'unpublished' and omitted from the reference list.

References:

All references cited in the text must be arranged in alphabetical order, giving the *name of the journal in full*. List the names of all authors in a reference. The style and the portions of references to be *italicised* are exemplified below.

Papers in Journals and other periodicals

Stewart, R.R. 1967. Grasses of Kashmir- A Check-List. *Bull. Bot. Surv. India* 9(1-4):152-162.

Manhas, R.K., Negi, J.D.S., Kumar, R. and Chauhan, P.S. 2006. Temporal Assessment of Growing Stock, Biomass and Carbon Stock of Indian Forests. *Climatic Change* 74: 191-221.

Papers in Edited Books, Symposia Proceedings, etc.

Srivastava, M.M., Joshi, S.P., Ghildiyal, J.C., Manhas, R.K. and Kumar, Vinod. 2000. Demography & successional trends in fresh water swamps of Dehradun Valley (UP) India. *In: Landmarks of Botany in India* (eds.: P. Soni & N.R. Dasturiya). Surya Publications Dehradun: pp 113-123.

Books

Bennet, S.S.R. 1886. *Name changes in Flowering Plants*. Triseas Publishers, Dehradun, India.

Bhellum, B.L. and Magotra, R. 2012. *An Annotated Catalogue of Flowering Plants of Doda, Kishtwar and Ramban Districts of Jammu and Kashmir (Kashmir Himalayas)*. Bishen Singh Mahendra Pal Singh, Dehradun, India (in press).

Sharma, B.M. and Kachroo, P. 1981. *Flora of Jammu and Plants of Neighbourhood*. Vol. 1. Bishen Singh Mahendra Pal Singh, Dehradun, India.

Tables and Graphs: These should be mentioned in the text and should be numbered consecutively with Arabic numerals (1, 2, 3). Tables should be typed on separate sheets. Legends of tables and graphs should be self-explanatory. A long table is preferred to be included as an Appendix.

Figures (sketches / maps): Electronic photographs or drawings are accepted with good resolution, 300 dpi and 600 dpi, respectively in JPEG formats.

Units and Abbreviation: International system of Units (SI) of measure and their abbreviations should be used; although certain non-SI units are also acceptable including liter (L) minute (min.), day and year, last two of which should be spelled out in full.

AUTHORS AGREEMENT FORM

To

The editor

Research Journal of Mathematics and Computer Sciences

Higher Education Department

Subject: Submission of manuscripts

Dear Editor,

I would like to submit the following manuscript for possible evaluation.

Script title:

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I affirm that the manuscript has been prepared in accordance with the guidelines for Authors.

This is to certify that the above titled article submitted for publication in this journal is an original work by me/us based on my/ our research, that I / we have duly acknowledged in the said paper the work or works of others I / we used in writing this article, that I /we have duly cited all such work/s in the text as well as list of references, and that I / we have presented within quotes all the original sentences and phrases, etc. taken from the sources that I / we have consulted in writing this paper and is unpublished work.

Signature of authors