

# Authors' Guidelines for Manuscript Preparation

## Manuscript Preparation

Manuscripts must be written in English. Authors are encouraged to prepare their manuscripts in a lucid and candid manner. The following are the basic formats for preparing manuscripts for NJPH:

## Formatting

Use standard A4 size format with 1.5 line spacing, Arial font size 12, and 1-inch (2.54 cm) margins on all sides. Place page numbers on the top right, starting from the title page.

## Title Page

The title page should include:

- Title of the manuscript
- Full names of all authors (First name, Middle name, Last name) and their affiliations
- Name of corresponding author with complete affiliation/address, phone number, and email address

## Title

The title should be concise and informative, not exceeding 25 words. Avoid non-standard abbreviations. Use title case, except for articles, conjunctions, and prepositions (in 16 pt Arial font Bold). The running title should not exceed 7 words.

## Abstract

The abstract should be clear and concise, not exceeding 300 words. Avoid abbreviations and references. For original manuscripts, structure the abstract with sub-headings:

- Background (Introduction, rationale, justification, ≤ 50 words)
- Objective
- Methods
- Results
- Conclusion

For review articles, viewpoints, case reports, and case series, structuring is optional.

## Keywords

Provide up to four keywords for indexing purposes.

## Main Text

Begin the main text on a separate page from the title page. Organize the manuscript into the following sections:

- Background
- Methods
- Results
- Discussion
- Conclusions
- Acknowledgement
- Conflict of Interest
- References

## Background

Provide context and introduction to the study, including the problem's nature and significance. Clearly state the study's purpose, objectives, or hypothesis, and include relevant theoretical or conceptual frameworks if applicable. Limit: up to 300 words.

## Methods

Briefly describe the study design, methods, participant selection, sites, sample size, sampling strategies, techniques, tools, data management, and analysis.

## Ethical Approval

Original articles must include ethical approval details; secondary data analysis may not require this.

## Results

Present results in a logical sequence using text, tables, and illustrations. Begin with the most important findings. Number and title each table, figure, and photograph. Manuscripts can include up to 6 tables and up to 3 figures/photographs (varies for case series).

## Discussion

Interpret and contextualize findings, comparing them with similar studies. Discuss theoretical frameworks related to the study's findings, and provide insights, implications, and limitations.

## Conclusions

Summarize main findings concisely, aligning with objectives. Provide recommendations for policy, programs, and further studies.

## Acknowledgment

Include acknowledgments for contributions that do not justify authorship (e.g., technical support, funding).

## Conflict of Interest

Declare any conflicts of interest, such as involvement in sponsored research or financial support from sponsors. This information is not sent to reviewers.

## References

Follow the Vancouver referencing style. More details can be found at the National Library of Medicine (NLM) Citation Style website:  
(<https://musclibguides.com/NLM/NLMstyle#loaded>).

## Word Limits

- Original research paper: up to 6000 words
- Review manuscript: up to 8000 words
- Short communication: up to 3000 words
- Viewpoint: up to 2000 words
- Letter to editors/correspondence: up to 800 words
- Case report/Case series: up to 2500 words
- Theoretical paper: up to 5000 words

## Submission

Submit manuscripts to the Chief Editor at [editors.njph@gmail.com](mailto:editors.njph@gmail.com). Include a forwarding letter, Authorship, and Declaration letter with the manuscript.