INFORMATION FOR AUTHORS

Bangladesh Journal of Psychiatry

The Bangladesh Journal of Psychiatry (Bang J Psychiatry) (ISSN 1728-4406) is a peer-reviewed official publication of the Bangladesh Association of Psychiatrists (BAP), published twice yearly, June and December. Research/Original articles, mini-review, case study, letter to the editor are published here.

The Bangladesh Journal of Psychiatry will not accept any responsibility for any opinion/views expressed in papers or other contributions. Material in the Bang J Psychiatry does not necessarily reflect the views of the Editor or Bangladesh Association of Psychiatrists.

All manuscripts are published after acceptance.

How to submit your paper

Manuscript submission

- Manuscript submission to Bangladesh Journal of Psychiatry is totally free of cost.

- Submission of manuscripts refers the transfer of copyright from the author to the publisher. Interested contributors are requested to submit their article/s through e-mail to bap@agni.com or mekhalasarkar@yahoo.com. Manuscript should be submitted to the Editor accompanied by a cover letter. Correspondences with Editor could be done through email or over phone. Detail address of author of correspondence should be clearly mentioned in the mail including their contact number and e-mail address. Rejected manuscripts are not returned to the author and publisher is not responsible for the loss.

- This must be noted that manuscripts must be solely the work of the author(s) stated, must not have been previously published elsewhere (except in the form of abstract), and must not be under consideration by another journal.

- Manuscripts which are related to psychiatry are encouraged to submit.

- All contributors are requested to submit their manuscript according to our journal style. For instruction on how to format the text of your paper, including tables, figures, and references, please see our formatting guidelines/instructions to authors (described later in formatting guideline).

- Submitted manuscripts should be in MS word. All text (title page, abstract, body, references) should be submitted as one document.
Covering letter

Covering letter is expected to submit along with manuscript.

Use the covering letter to explain why your paper should be published in The Bangladesh Journal of Psychiatry rather than elsewhere.

Formatting guidelines / Instructions to authors

Total length/word counts

Original article and Review article should not exceed 5000 words or equivalent space including summary, references, table (title, content) and figures (title).

Case reports on contribution may be accepted. These should not exceed 1000 words or equivalent space including summary, references, table (title, content).

Abbreviation

Abbreviation should be defined in the text, first time they are appeared in the manuscript. After this point, they should be used exclusively and not interchangeable with their definition.

Structure of manuscripts (for original/research article, review article and case report)

(It is essential to follow the sequence)

i. Title and authors (Title page)

ii. Summary

iii. Main Body/text

iv. Reference (please see the detail described below)

i. Title and authors

- The title should be brief, relevant and self explanatory. Subtitles should not be used unless they are essential.
- Titles should not be phrased as questions.
- The names of the authors should appear on the title that should include full names of all authors (no initial).

  Example: Md MA Karim (correct form ); Karim MA (in-correct). The affiliations and full addresses of all authors should be mentioned in the title page before the summary.

ii. Summary

Each paper requires a summary of not more than 250 words. Avoid abbreviations, diagrams, and references in the abstract. There will be a single paragraph for summary. No subheading in the summary.
Original article (summary) should contain background, objective(s), material and methods, results, and conclusion in brief form. (But no sub-heading, only the content should be in a described in a single paragraph).

Review article is expected to contain background, objective(s), material and methods, findings & discussion and conclusion in brief form. (But no sub-heading, the content should be in a described in a single paragraph).

Case study needs to have background, case summary and conclusion. (But no sub-heading, the content should be in a described in a single paragraph)

iii. Main Body/text

Research/original article:

The body of the text in should be divided into the following sections: Introduction, Materials and methods, Results, Discussion, conclusion. Subheading should be there in the main body.

i. **Introduction**: should not exceed 400 words. This section will include background of the problem. Justification of the study and its objective should be mentioned at the end of this section. All information given in this section must have references that to be listed in the reference section.

ii. **Material and methods**: the type of study (study design), study period, sampling technique, sample size, study population, data collection technique and tool as well as data handling, processing and data analysis should be briefly mentioned in this section.

iii. **Results**: the finding should be described here briefly supplemented appropriately with tables and figures. Results should be described in past tense.

It is strongly advised that the same data should not be presented both table and figure.

Example: Age range of the respondent should be appeared either in table or in figure.

v. **Conclusion**: The article to be concluded very briefly (not more than 100 words). Recommendation(s) can also be included in this section which should not exceed 30 words.

Review article:

The body of the text should be divided into the following sections: Introduction, Materials and methods, finding and discussion, conclusion.

i. **Introduction**: should not exceed 400 words. This section will include background of the topic. At the end of the review, why the author want to publish the topic on the article to be mentioned.

ii. **Material and methods**: How the review was done, what sorts of articles were searched, how they were searched, the total number of articles reviewed should be mentioned here.

iii. **Results and discussion**: the finding on the topic after reviewing the articles should be described here briefly.

v. **Conclusion**: The article to be concluded very briefly (not more than 100 words).
**Case study:**

The body of the text in should be divided into the following sections: Introduction, case study, discussion, and conclusion.

**Introduction:** authors are requested to give a brief description on the topic of the case.

**Case study:** Summary of the finding of the case should be described here. Management (if any) can also be given.

**iv. References:** (Please read it thoroughly)

a. "It is important to **BE CONSISTENT** when you are referencing.

b. Author should follow **Vancouver style**.

c. Your **reference list** should appear at the end of the article in an order in which they are mentioned in the text. The list should be done numerically in the same order that they have been cited in the text which is done by **superscript** (single press of ‘Ctrl shift +’) in numerical form (citation number).

d. When **multiple references** are cited at a given place in the text, use a **hyphen** to join the first and last numbers that are **inclusive**. Use **commas** (without spaces) to separate **non-inclusive** numbers in a multiple citation.

   **Example:** 2, 3, 4, 5, 7, 10, 12 is abbreviated to (2-5,7,10,12).

e. **Do not** use a hyphen if there is no citation numbers in between that support your statement.

   **Example:** 1-2 (in-correct form). 1, 2(correct form)

f. As a general rule, citation numbers in the text should be placed outside **full stops and commas**, inside colons and semicolons (applicable for any part of the document).

   **Example:** Mamun Morshed,¹ Rahim Khan²

   **Example:** Over the past decades public health relevance of mental health condition ‘in children and adolescents has been of growing concern’¹ ² ³ ⁴ ⁵ ⁶

1. **CITING A BOOK:**
   The essential details required are (in order):

1.1 **Name/s** of **author/s, editor/s, compiler/s or the institution** responsible.

   • Where there are 6 or less authors you must list all authors.
   • Where there are 7 or more authors, only the first 6 are listed and add “et al” (after a comma).
   • Put a comma and 1 space between each name. The last author must have a full-stop after their initial(s).

   **Format:** surname (1 space) initial/s (no spaces or punctuation between initials) (full-stop OR if further names comma, 1 space)

   **Example:** Smith AK, Jones BC, Bloggs TC, Ashe PT, Fauci AS, Wilson JD, et al.
   **Example:** The Cardiac Society of Australia and New Zealand.
When author/s is/are editor/s: Follow the same methods used with authors but use the word “editor” or “editors” in full after the name/s. The word editor or editors must be in lower case. (Do NOT confuse with “ed.” used for edition.)


Sponsored by institution, corporation or other organization (including PAMPHLET)


1.2. Title of publication and subtitle if any
• Do not use italics or underlining.
• Only the first word of journal articles or book titles (and words that normally begin with a capital letter) are capitalised.

<table>
<thead>
<tr>
<th>Format:</th>
<th>1: title (full-stop, 1 space)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example:</td>
<td>Harrison’s principles of internal medicine.</td>
</tr>
<tr>
<td>Example:</td>
<td>Physical pharmacy: physical chemical principles in the pharmaceutical sciences.</td>
</tr>
<tr>
<td>Example:</td>
<td>Pharmacy in Australia: the national experience</td>
</tr>
</tbody>
</table>

1.3. Edition (other than first)
Number of edition other than first one should be mentioned as 2nd, 3rd, 10th ed.


1.4. Place of publication (if there is more than one place listed, use the first one)
• Write the place name in full.
• If the place name is not well known, add a comma, 1 space and the state or the country for clarification. For places in the USA, add after the place name the 2 letter postal code for the state. This must be in upper case. eg. Hartford (CN): (where CN=Connecticut).

<table>
<thead>
<tr>
<th>Format:</th>
<th>place of publication (colon, 1 space)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example:</td>
<td>Hartford (CN):</td>
</tr>
<tr>
<td>Example:</td>
<td>Texas (NSW):</td>
</tr>
</tbody>
</table>

1.5. Publisher
The publisher’s name should be spelt out in full.

<table>
<thead>
<tr>
<th>Format:</th>
<th>publisher (semi-colon, 1 space)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example:</td>
<td>Australian Government Publishing Service;</td>
</tr>
<tr>
<td>Example:</td>
<td>Raven Press;</td>
</tr>
<tr>
<td>Example:</td>
<td>Williams &amp; Wilkins;</td>
</tr>
</tbody>
</table>

1.6. Year of publication
Format: year (full-stop, add 1 space if page numbers follow).
Example: 1999.
1.7. **Page numbers** (if applicable).
   - Abbreviate the word page to “p.”.
     
     Format: p (full-stop, 1 space) page numbers (full-stop).
     Example: p. 1129-57.

1.8. **Series title and individual volume (if any).**
   - Put in brackets.
   - Abbreviate the word volume to “vol”.
     
     Format: (Series title (semi-colon, 1 space) vol (1 space) volume number)
     full-stop outside brackets.

**Example of citing a book:**

2. **CITING A CHAPTER IN AN EDITED BOOK** (to which a number of authors have contributed)

2.1 Name/s of author of the chapter
2.2 Title of chapter followed by, In:
2.3 Editor
2.4 Title of book (this should be in italics)
2.5 Series title and number (if part of a series)
2.6 Edition (if not the first edition)
2.7 Place of publication (if there is more than one place listed, use the first named)
2.8 Publisher
2.9 Year of publication
2.10 Page numbers

**Example of citing a chapter in an edited book:**

3. **CITING A JOURNAL ARTICLES: PRINT**

The essential details required are (in order):
3.1 Name/s of author/s of the article.
   See step 1 of "Citing a book" for full details.

3.2 Title of article.
   See step 2 of "Citing a book" for full details.

**Example: Validation of an immunoassay for measurement of plasma total homocysteine.**

3.3 Name of journal (abbreviated).
   Abbreviate title according to the style used in Medline.
   A list of abbreviations can be found at:

   **Note:** no punctuation marks are used in the abbreviated journal name –

   Format: journal title abbreviation (1 space)
   Example: J Mol Biol
3.4 Year of publication.

- Abbreviate the month to the first 3 letters.

| Format: year (semi-colon, no space) |

3.4 Volume number (and issue/part -).

| Format: volume number (colon, no space) |

3.5 Page numbers

**NOTE: do not repeat digits unnecessarily**

| Format: page numbers (full-stop) |
| Example: 531-5. |


- No author given in article

- Journals with parts and/or supplements

Examples:

**Volume with supplement:**

**Issue with supplement:**

**Volume with part:**

**Issue with part:**

**Issue with no volume:**

**No issue or volume:**

4.1 CITING INTERNET and OTHER ELECTRONIC SOURCES

- This includes software and Internet sources such as web sites, electronic journals and databases.
- These sources are proliferating and the guidelines for citation are developing and subject to change.
- The following information is based on the recommendations of the National Library of Medicine.
- The basic form of the citations follows the principles listed for print sources (see above).

In the case of sources that may be subject to alteration it is important to acknowledge the **DATE THE INFORMATION WAS CITED**. This is particularly true for web sites that may disappear or permit changes to be made and for CD-ROMS that are updated during the year.
5.1 JOURNAL ON THE INTERNET

NOTE: Follow the same procedure for citing print journals as for electronic journals regarding date, volume pages and journal title.

**Format:** Author/s (full-stop after last author, 1 space) Title of article (full-stop, 1 space) Abbreviated title of electronic journal (1 space) [serial online] (1 space) Publication year (1space) month(s) - if available (1 space) [cited year month (abbreviated) day] - in square brackets (semi colon, 1 space) Volume number (no space) Issue number if applicable in round brackets (colon) Page numbers or number of screens in square brackets (full-stop, 1 space) Available from (colon, 1 space) URL: URL address underlined

**Examples:**


6.1 WWW site:

(If the author is not documented, the title becomes the first element of the reference.)

**Format:** Author (full-stop after last author, 1 space) Title (full-stop, 1 space) [Online] (full stop, 1 space) Publication Year (1 space) [cited year month (abbreviated) day] (semi colon) Number of screens in square brackets or pages (full-stop, 1 space) Available from (colon, 1 space) URL: URL address underlined

**NOTE:** The number of screens is NOT necessary. Put a semi colon and 1 space after the cited date if no pages or screen numbers are listed.

When the date is approximated, indicate that by following the date with a question mark and inserting the statement in square brackets. E.g. [2001?]

**Examples:**


**Important points for reference list:**
- For a book, give any editors and the publisher, the city of publication, and year of publication
- For a chapter or section of a book, also give the authors and title of the section, and the page numbers
- For online material, please cite the URL, together with the date you accessed the website
- Online journal articles can be cited using the DOI number
- Do not put references in the Summary.
A Sample REFERENCE LIST:

- The following are examples of entries in a bibliography or list of references.
- A list of references contains details only of those works cited in the text.
- The references are listed in the same numerical order as they appear in the body of the text


Conflict of interest:

All authors are requested to disclose any actual or potential conflict of interest including any financial, personal or other relationships with other people or organizations.

Guidelines for supplementary material:

TEXT

- All material should be submitted as one document which will be peer reviewed.
- All material should be provided in English. Text.

TABLES

Title of the table

- Each table should be given a brief title. (should be bold).
- In case of results section (in original article), sample number to be mentioned in bracket at the end of title (see the example below).

Format of the title of table: Table (1 space, no hyphen) number of table (colon, no space) title (1 space) sample size (should be written as n=120)

Example of the title of the Table: Table 2: Information on parents of the respondents (n= 144)
• Explanatory matter is placed in footnotes, not in the heading.
  
  - All tables must be cited on text (Table no).
  - Data within the table should be not more than one digit after dot

• SI units are required.

• Numbers, in text and tables should always be provided if % is shown.

• Means should be accompanied by SDs.

  Example: mean (±SD) age: 25.5 (±1.33) years.

ILLUSTRATIONS and FIGURES

• Number each figure in the text in consecutive order.

• The original source should be acknowledged (if any).

• The legends should be labeled with numerals corresponding to the figures etc.

MEASUREMENT

• Length, height, weight and volume should be reported in metric unit's example: gram (g), kilogram (kg), meter (m) etc.

• Temperatures should be in degrees Celsius.

• Blood Pressure measured in mm of mercury.

• All haematological and biochemistry measurements stated in SI units.

How The Bangladesh Journal of Psychiatry handles your paper

Acknowledgment

• Receipt of your paper will be acknowledged by an email containing a reference number, which should be used in all future communications checking for plagiarism, duplicate publication, and text recycling.

• All Reviews, Viewpoints, and similar non-research material that we are interested in publishing will be checked by editors using Cross Check.

Peer review

• Every Article will be peer reviewed. Occasional contributions (e.g. commentaries) are accepted without peer review. Initial decision as to whether or not to proceed to peer review will be communicated quickly.

• Submissions that survive in-house and peer review might be referred back to authors for revision. This is an invitation to present the best possible paper for further scrutiny by the journal; it is not an acceptance.

• Authors should give priority to such revisions; the journal will reciprocate by making a final decision quickly.