

TUJFST AUTHOR GUIDELINES

Manuscript Submission

Submission of a manuscript implies that the work described has not been published before; that it is not under consideration for publication anywhere else; that its publication has been approved by all co-authors, if any, as well as by the responsible authorities at the institute where the work has been carried out. The publisher will not be held legally responsible should there be any claims for compensation.

Permissions

Authors wishing to include figures, tables, or text passages that have already been published elsewhere are required to obtain permission from the copyright owner(s) for both the print and online format and to include evidence that such permission has been granted when submitting their papers. Any material received without such evidence will be assumed to originate from the authors.

Cover Letter

Authors must enclose a cover letter specifically covering the following aspects –

- a) the type of article being submitted (original research article/review paper).
- b) the total word count of the manuscript (excluding tables and figure legends), number of references and number of tables and/or figures should be clearly spelt out.
- c) highlights/novelty of the work being submitted (not more than 3 sentences; each sentence should not exceed 125 characters including spaces).
- d) a statement on conflict of interest, if any or otherwise.
- e) should clearly mention about the originality of work, and its non-submission/consideration in another journal.
- f) a statement to the effect that all authors have read and approved the manuscript; and, that all are aware of its submission to TUJFST.

If author(s) do not enclose a covering letter mentioning all the above, the manuscript would be returned by the Editorial Office.

Types of Manuscripts

The journal accepts original research articles and review papers. Authors must include continuous line numbering on all the manuscript pages; and, the pages should be sequentially numbered. Following are the limits of word count, tables, figures and references for different types of articles:

Original Research Paper

Abstract word count (maximum): 250

Word count (including abstract & references, tables & figure legends): 6000

Total no. of figures and tables: 07

Total no. of references: 35

Review Paper

Abstract word count (maximum): 250

Word count (including abstract & references, tables & figure legends): 9000

Total no. of figures and tables: 10

Total no. of references: 60

Text

Text Formatting

Manuscripts should be submitted in Word.

- Use a normal, plain font (12-point Times New Roman).
- Use italics for emphasis.
- Use the automatic page numbering function to number the pages.
- Use tab stops or other commands for indents, not the space bar.
- Use the table function (not spreadsheets) to make tables.
- Use the equation editor or MathType for equations.
- Save your file in docx format (Word 2007 or higher).

Article Structure

Title page

The title page should include:

- The name(s) of the author(s).
- A concise and informative title.
- The affiliation(s) and address(es) of the author(s).
- The e-mail address and telephone number of the corresponding author.
- Acknowledgments & any information that would reveal author(s) identity should be placed here, as TUJFST follows a double-blind review process, at the time of initial submission and revision(s).

Abstract

Please provide an abstract of a maximum of 250 words. The abstract should not contain any undefined abbreviations or unspecified references.

Keywords

Please provide a minimum of 4 and a maximum of 6 keywords which can be used for indexing purposes.

Body of the main text

The article should be divided into clearly defined sections as mentioned below and each section heading should appear on its own in a separate line. Any subsection may be given a brief heading. Please do not use more than three levels of displayed headings. If the manuscript uses abbreviations, they should be defined at first mention and used consistently thereafter.

Introduction

Provide an adequate background to your work (do not resort to self-citation, unless it is very essential) outlining the issue that is being addressed and clearly state the objectives of your work. Avoid a detailed literature survey and do not summarize previously published results.

Material and methods

This section should have sufficient details in order to allow the work to be reproduced by any fellow researcher interested in the area. If standard methods/globally accepted protocols are used, mere mention of the method along with details of any relevant modifications made should be described. The section should also provide details of the raw material/starting material, the source, the components in it and changes that would have happened due to any processing before or after use, if it is relevant to the study.

Results and Discussion

Results should be very concise and clear. To avoid repetition of results of the work, a combined section of results and discussion is often appropriate. Extensive citations and discussion of published literature without importance to the results of the work should be avoided. If author(s) choose to separate results and discussion sections, they are free to do so. However, in such cases the results section should be very clear, comprehensive and concise. Repetition of results in the discussion section should be avoided. Discussion should clearly focus on the significance of the work and the improvements over the already available knowledge.

Conclusion(s)

The main conclusions of the study may be presented in a short conclusion section, which may stand alone.

Acknowledgments

Acknowledgments of people, grants, funds, etc. should be placed in a separate section before the reference list. The names of funding organizations should be written in full. In the first instance, this section shall be in the title page, when uploading the blinded copy.

Conflict of interest

Authors must provide a conflict of interest statement during the submission process.

Ethical approval

Authors must provide the ethical approval status of the research during the submission process.

References

Citation in text

Cite references in the text by name and year in parentheses. **Some examples:** Negotiation research spans many disciplines (Acharya, 2019). This result was later contradicted by Maskey and Shrestha (1996). This effect has been widely studied (Bhattarai, 2002; Baniya et al., 2015; Adhikari and Dahal, 2007).

Reference list

The list of references should only include works that are cited in the text and that have been published or accepted for publication. Reference list entries should be alphabetized by the last names of the first author of each work. American Psychological Association (APA) 7th edition formatting must be used. For details about APA 7th edition, please visit the CDFT website: <https://cdftdharan.edu.np/downloads/>

Tables

- All tables are to be numbered using Arabic numerals.
- Each table should stand alone and has to provide all the details
- Tables should always be cited in text in consecutive numerical order.
- For each table, please supply a table caption (title) explaining the components of the table.
- Table captions begin with the term **Table** in bold type, followed by the table number, also in bold type.
- No punctuation is to be included after the number, nor is any punctuation to be placed at the end of the caption.
- Identify any previously published material by giving the original source in the form of a reference at the end of the table caption.
- Footnotes to tables should be indicated by “*Note.*” and included beneath the table body.

Figure

- All figures are to be numbered using Arabic numerals.
- Figures should always be cited in text in consecutive numerical order.
- Figure parts should be denoted by lowercase letters (a, b, c, etc.).
- If an appendix appears in your article and it contains one or more figures, continue the consecutive numbering of the main text. Do not number the appendix figures, "A1, A2, A3, etc."
- Each figure should have a concise caption describing accurately what the figure depicts.
- Figure captions begin with the term **Figure** in bold type, followed by the figure number, also in bold type.
- No punctuation is to be included after the number, nor is any punctuation to be placed at the end of the caption.
- Identify previously published material by giving the original source in the form of a reference citation at the end of the figure caption.
- When preparing your figures, size figures to fit in the column width. The figures should be 39 mm, 84 mm, 129 mm, or 174 mm wide and not higher than 234 mm.
- The image should be greater than or equal to 300 DPI.

Submission

- Supply all supplementary material in standard file formats.
- Please include in each file the following information: article title, journal name, author names; affiliation and email address of the corresponding author.
- Cover letter as per the requirements
- Blinded copy of the manuscript with title page
- Make sure that you have used both line numbering (continuous) and page numbering in your manuscript apart from using 2.0 spacing for the text.
- Submit the manuscript to: tujfst@cfdtdharan.edu.np

Note

- Include only those who have contributed meaningfully and have made primary contributions to the work. It is the responsibility of the corresponding author to make sure that every author has read and approved the paper before submission.
- Make sure that your manuscript clearly demonstrates that it fits within the scope of the journal. Novelty of work and its ability to advance the knowledge in the field of food science and technology should be clearly highlighted in the text of the manuscript as well as briefly mentioned in the cover letter.
- Proper citations must be provided to prior work or mentioning/quoting of sentences, paragraphs or tables/figures. Copyright permission must be obtained for use of tables/figures from other works and the responsibility for the same rests solely with the corresponding author. Please note that TUJFST screens each manuscript through an anti-plagiarism software and excessive reproduction of previous works might result in rejection of manuscript.

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