

UpDAYtes

International Journal for Multidisciplinary Research and Innovation

Published by ‘Diabetes Awareness & You (DAY)’ in collaboration with ‘Nurture Academy Welfare Trust (NAWT)’

Web: www.updaytes.org Email: updaytesjournal@gmail.com

A brief about the journal:

UpDAYtes, *International Journal for Multidisciplinary Research and Innovation*, is a peer-reviewed annual and open access journal that welcomes submissions of original research, review, and editorials in interdisciplinary areas of basic and applied science (with a special focus on the fields of Life Science, Psychology, Food and Nutrition, Environmental toxicology, Geography, Chemistry, Physics, Mathematics, Computer Science, Library and Information sciences, Commerce, Economics and Social sciences). The journal encourages global collaboration between researchers in multidisciplinary areas of science & humanities and publication of their findings.

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About ‘Diabetes Awareness & You (DAY)’

Diabetes Awareness & You (DAY) is a non-government, not for profit with tax exempt status social organization registered under West Bengal Societies Registration Act, 1961 and working towards diabetes awareness & management since 2006. Please visit for more details: www.day.org.in

About ‘Nurture Academy Welfare Trust (NAWT)’

Nurture Academy Welfare Trust (NAWT) is a non-profit social enterprise registered under Trust Act. is registered under public trust act Govt. of West Bengal (REGD. No-IV – 190300625 of 2021). Please visit for more details: www.nurtureacademywelfaretrust.co.in

Author / Contributors Guidelines

General Submission Guidelines

1. **Submission Platform:** Manuscripts must be submitted via the online manuscript management system at [UpDAYtes SubmissionPortal](#). First-time users must register on the platform for submission.
2. **ORCID Requirement:** All contributors are required to have an ORCID. Authors without one can register at [ORCID Registration](#).
3. **Author Information:** Complete details of all authors, including full name, email address, phone numbers, designation, department, institution, and address, must be provided. This information will be kept confidential and used solely for publication communication.
4. **Originality:** Manuscripts should not have been published or submitted elsewhere, except as a brief abstract in conference proceedings.
5. **Plagiarism Check:** Authors must conduct a plagiarism check using available software before submission and include the report with their manuscript otherwise a process fee of 1000 INR needs to be deposited for plag checking
6. **Submission Confirmation:** All authors must confirm their willingness to be co-authors via an automatic email generated by the submission platform.

Editorial and Peer Review Process

Submission and Initial Acknowledgment

Upon submission, manuscripts are acknowledged by the journal. Each submitted article undergoes a **plagiarism check** to ensure originality. An initial assessment is conducted by the editorial team to verify compliance with the author guidelines and submission requirements. The **corresponding author** will be the sole point of contact for all communications regarding the manuscript.

Initial Assessment

The Executive Editor performs an initial check to confirm that all necessary components are included in the manuscript. If any corrections are needed, the manuscript may be returned to the authors for revisions. Manuscripts that do not meet the journal's standards may be rejected at this stage without further review.

Editorial Review

Once the manuscript passes the initial check, it is subjected to an **editorial review**. The Editor in discussion with Editor-in-Chief evaluates its suitability for the journal's audience, considering factors such as significance, originality, and relevance. If deemed appropriate, the manuscript is assigned to a member of the Editorial Board for further assessment. This phase typically takes **10-15 working days**.

Peer Review Process:

If the manuscript passes editorial review, it proceeds to **external peer review**. At least two independent expert reviewers assess the scientific quality of the work through a **double-blind review process**, ensuring that both authors and reviewers remain anonymous to each other. The Editor-in-Chief makes a final recommendation based on reviewer feedback, which can include options to revise, accept, or reject the manuscript. Authors will receive feedback within **6 to 8 weeks** from submission.

Revisions and Resubmission:

If there any revisions be required, authors must provide a detailed response to reviewers' comments along with a revised manuscript. The decision regarding revised manuscripts is communicated within **4 weeks** of resubmission. This iterative process continues until all parties are satisfied with the manuscript.

Process of Appeals:

The journal welcomes genuine appeals against editorial decisions. Authors who believe their manuscript was wrongly rejected can appeal by emailing the editorial office at email ID updaytes.grivance@gmail.com. The appeal should detail the basis for reconsideration and include any supporting evidence or new information.

- Appeals addressed to Editor-in-Chief, will be acknowledged by the editorial office and an unbiased investigation will be conducted.
- Authors can expect a decision regarding their appeal within **8 to 12 weeks**.
- During this period, the manuscript should not be submitted elsewhere and a declaration to this effect should be there in the appeal letter otherwise the appeal will be rejected.
- The final decision rests with the Editor-in-Chief.
- Note that second appeals will not be considered.

Special Considerations to:

- Manuscripts challenging previously published research or presenting negative results with sufficient power are also considered.
- Manuscripts first authored by Editorial Board members shall undergo additional scrutiny; they are reviewed by other board members to avoid conflicts of interest.

Article Processing Charges:

There is **no article processing charges** for the publication of articles in the Journal of **UpDAYtes**, *International Journal for Multidisciplinary Research and Innovation*. This policy ensures that authors can publish their research without incurring any financial burden.

Publication Schedule:

UpDAYtes, *International Journal for Multidisciplinary Research and Innovation* publishes articles **Bi-Yearly** and periodicity will be **Quarterly** very soon. This schedule allows for timely dissemination of research findings and ensures that important contributions to medical literature reach readers promptly.

Copyright Ownership:

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- For such permission/consent of any re-use of content not covered by the CCBY-NC4.0 license, authors should contact email ID **updaytes.consent@gmail.com**

Copyright form:

Authors are required to submit a **Copyright Form** when submitting their manuscripts. This form formalizes the licensing arrangement and ensures compliance with journal policies.

Self-Archiving Rights:

Authors are permitted to deposit the final electronic version of their article in to an institutional or centrally organized subject repository upon publication. They must

Include a link to the published version on the journal's website and attribute the journal and publisher as the original place of publication with correct citations.

Editorial and Publishing Policies:

Anti-Plagiarism Policy:

UpDAYtes adheres to the [World Association of Medical Editors \(WAME\)](#) definition of plagiarism, which is the use of others published and unpublished ideas or words without proper attribution or permission, presenting them as original contributions. The journal maintains a strict anti-plagiarism policy and advises authors against any form of plagiarism.

- **Plagiarism Checks:** All submitted articles are checked using duplication- checking software. If plagiarism is detected, the Editor and journal committee will take appropriate actions as per the guidelines established by the Committee on Publication Ethics (COPE).
- **Post-Publication Detection:** If plagiarism is identified after publication, an investigation will be initiated. The journal reserves the right to notify the authors 'institutions and funding bodies, retract the plagiarized article, or take legal action if necessary.
- **Reporting:** To report any incidents of plagiarism, contact the journal office at email ID updaytes.report@gmail.com

Protection of Research Participants:

UpDAYtes follows the recommendations set forth by the [International Committee of Medical Journal Editors \(ICMJE\)](#):

1. Researchers must ensure that human research is conducted in accordance with the 2013 revision of the Helsinki Declaration. Authors should obtain permission from relevant ethics committees prior to conducting research.
2. Identifying information should not be published unless essential for scientific purposes and with written informed consent from the patient or their guardian.
3. Non-essential identifying details should be omitted, and informed consent must be obtained if anonymity cannot be guaranteed.

Informed Patient Consent for Publication:

Manuscripts must clearly state whether written or verbal informed consent was obtained from research participants.

- If consent was waived by the ethics committee, a justification must be provided. For exempt studies, reasons for exemption should be included.
- For patient-related content, authors must obtain written informed consent from patients or their legal guardians.

- If a patient is deceased or incapacitated, consent should be obtained from relatives.
- In cases where consent cannot be obtained, the responsibility for anonymization lies with the head of the medical team or the institutional review board.
- Any informed consent waivers must be documented in the manuscript.

Ethics Committee Approvals:

All studies involving human participants must include:

1. The name of the ethics committee that approved the study.
2. Approval number and date.

If ethical approval is not required, this should be stated in the manuscript. But in case of Clinical Trials, **UpDAYtes** follows ICMJE recommendations for clinical trial registration:

1. Authors must register clinical trials in a public registry before enrolling participants.
2. Registries must include a minimum 24-item trial registration dataset.
3. Secondary data analyses should reference the primary trial registration number.

Data Availability Statement:

Authors must include a Data Availability Statement detailing where supporting data can be found:

- Options include repository names, public domain resources, or availability upon request.
- If data are not publicly available, this must be clearly stated.

Authorship:

The journal adheres to ICMJE recommendations for authorship:

- All authors must meet four criteria: substantial contributions to conception/design/data analysis; drafting/revising content; final approval; accountability for work integrity.
- The corresponding author is responsible for communication with the journal throughout submission and publication.

Changes to Authorship:

Requests for changes to authorship after submission are generally not entertained unless accompanied by a signed agreement from all authors involved.

Author Identification:

All authors are advised to provide an [ORCID iD](#) upon submission.

Author Contributions:

Authors must specify their individual contributions according to [CRediT](#) taxonomy.

Non-Author Contributorship /Acknowledgment:

Contributors who do not meet authorship criteria should be acknowledged in a specified section.

Disclosures of Conflict of Interest:

Authors must disclose any financial or non-financial conflicts related to their work and complete an ICMJE disclosure form at submission.

Sources of Funding:

Authors are required to declare funding sources received for their research, including funder names and roles.

Data Ownership and Permissions:

Figures, data tables, and charts submitted must be owned by the authors. If not, permission from copyright holders must be obtained prior to submission. These editorial and publishing policies ensure that **UpDAYtes** maintains high ethical standards while supporting authors in their contributions to medical literature.

Manuscript Preparation Guidelines:

All types of submissions must adhere to a standard format as outlined in the “Manuscript Components” section below.

Reporting Guidelines:

Authors must follow the [EQUATOR Network reporting guidelines](#) relevant to their study type. At the time of submission, authors should upload the appropriate checklist for their specific study. The EQUATOR wizard can assist in identifying the correct reporting checklist. Additional resources are available through the National Library of Medicine’s Research Reporting Guidelines.

Manuscript Categories:

- **Editorials:** These provide commentary and analysis on articles published in the current issue. Editorials are solicited and should not exceed **1500 words** with up to **10 references**.

- **Research Articles:** These present original research findings and should include comprehensive data, methodology, and analysis.
- **Review Articles:** This category includes:
 - **Narrative Reviews:** These provide a comprehensive over view of a topic based on existing literature without a systematic approach.
 - **Systematic Reviews:** These follow a structured methodology to synthesize research findings from multiple studies. They may include meta-analysis, which quantitatively combines results from different studies to arrive at conclusions.
- **Case Reports:** The journal encourages submissions that highlight practical diagnostic and management considerations, focusing on **1 to 3 patients**. Identifying information must be omitted from descriptions, photographs, or pedigrees.
- **Case Series:** This is a descriptive study design detailing a series of cases related to a specific disease or clinical observation.
- **Letters to the Editor-in-Chief:** Letters addressing issues related to articles published in the last **6 months** are accepted. They should not exceed **1000 words** and include upto **4 references**. Selected letters may be forwarded to the original authors for their response.
- **Book Reviews:** Reviews of books relevant to the journal's audience will be published at the discretion of the Editorial Board. Books for review will be selected by invitation from recognized experts in the field.
- **Announcements:** Submissions regarding conferences, courses, awards, and other events should include contact information for further inquiries and be limited to **200-300 words**.

Manuscript Preparation:

Manuscripts must be submitted as separate documents, including Manuscript Components as mentioned below.

Manuscript Sections:

Manuscripts should be prepared using Microsoft Word (97-2013 or higher). The text must be double-spaced with **1-inch margins**, justified to the left margin, and formatted in **Times New Roman 12-point font**. All pages should be numbered.

Cover Letter:

The cover letter should address the Editor-in-Chief and explain why the manuscript merits publication in **UpDAYtes**.

Title Page:

The title should clearly convey the article's focus without abbreviations and include the study design (e.g., "case-control study").

- **Author Information:** Full names (first name, middle initial, last name), highest academic degrees, affiliations (department and institution with complete address) and ORCiDs must be included. The corresponding author's details should also be provided.

Running Head:

A running head of not more than **45 characters**, including spaces, should be provided.

Declarations Page:

A separate document titled "Declarations" must include relevant declarations. If a declaration does not apply, it should still be noted as 'Not applicable' with an explanation.

Additional Requirements:

1. **Change of Affiliation:** If an author changes affiliation before publication, their affiliation should reflect where most of the work was done.
2. **Corresponding Address:** Include contact details for the corresponding author.
3. **Author Name Listing:** Authors should be listed in First Name– Middle Name – Surname order for citation purposes.
4. **Ethics Committee Approvals:** Papers involving human participants must state ethics committee approval details.
5. **Patient Consent for Publication:** Informed consent is required for case reports, with statements included in submitted manuscripts.

These guidelines ensure that submissions to **UpDAYtes** are consistent and meet high academic standards, facilitating a smooth review process and enhancing publication quality.

Specific Guideline for Authors / Contributors:

Article should be typed double space on A/4 size bond paper with a 3 cm margin all around. Articles should not exceed 16 type written pages (including figures and tables). The article should not exceed 5000 words.

Title page: A separate title page should be provided. The title should be appropriate and informative. The names of individual authors should be given as initials followed by surname. Individual author's names are super-scribed with asterisks and academic designations and institution mentioned at the bottom of the page. No other information should be added on this page. Address for communication should be mentioned at the bottom of the page. Authorship should be restricted preferably to three.

Abstract: This should be upto 300 words for original article and 200 words for other submission article.

Keywords: Keywords should be provided. Keywords are additional words which are used by indexing agencies and the journal itself to index articles. The words in the title are automatically indexed. The keywords provided should therefore include words which are not already in the title. A suitable source for key words is the medical subject headings (MeSH) published by the Index Medicus every year. Additional words are provided by some speciality journals. A list of 3 to 10 words is usually adequate.

Text : The text should be divided into sections with the headings (e.g. Abstract, Introduction etc.). The discussion should avoid repetitions. Data presented in tables should not be duplicated in the text. Abbreviations should be identified when first used in the text

e.g. Infective endocarditis (IE)... No punctuation marks should be inserted in the abbreviations. Abbreviations should be avoided in the title subtitles, summary and at the beginning and end of sentences. Numbers should be in words when at the beginning or end of sentences. Only generic names of drugs should be used; where essential, the brand name and manufacturing company may be identified in parentheses.

Acknowledgement if any should be put as appendix to the text on a separate page.

References: The references should be in Vancouver system. References in the text should be given as numbers within brackets. We prefer brackets rather than superior figures, as the former can be handled more neatly. The number of references should not exceed 40 for a review or update article (preferably not older than 2000), 20 for Original article, 10 for a short article, 8 for a Brief Communication, 6 for a Case Report and 3 for a letter to the Editor-in-Chief and documentation. References should be numbered in the order of their appearance in the text. Personal communications are identified in the text and not in the reference list. Accuracy of the references is the responsibility of the authors. Cross-references (“Quoted by....”) should be avoided. Indian references on the subject should be quoted.

The name of all authors should be mentioned up to six; if more than six, the first three names are mentioned, followed by et al. Journal abbreviations are as used in Index Medicus. The form and punctuations in references should be as follows:

e.g. : From a Journal: Mathur SM, Bhaskar K, Patel BD, Krishnadas J. Bronchoalveolar lavage. J Assoc Physicians India 1984; 32: 974-84.

From a chapter in a book: Fulplus BW. Characterisation, isolation and purification of cholinergic receptors. In: Theselff S Ed., Motor Innervation of muscle, 2nd ed. London: Academic Press 1976; 11-26.

From a book: Dutta A K. Problems in diagnostic radiology. Bombay:KKPublishers.1980; 2: 3 – 16.

For further details please refer to International Committee of Medical Journals Editors. Uniform requirement form a manuscript submitted to biomedical journals.(AnnIntMed1997; 126: 36-47).

Table: Type each table double spaced on a separate page. Number of table in order of citation in the text and supply brief title to each table. Each column and row should be titled. Put explanatory matter in the footnote (not in the heading). Do not use internal horizontal and verticle rules. Be sure that each table in cited in the text. The use of too many tables in relation to the length of the text may produce difficulty in layout of pages.

Illustrations: These should be on glossy paper and submitted in triplicate. Only essential markings should be used on Illustrations, and theses should be done professionally. No title or descriptive terms should be inscribed on Illustration but it should be marked on the reverse lightly. Legends to figures should be typed on a separate paper. Recognisable photographs of individual should be accompanied by the written consent of the individual or guardian, as applicable .Upto four Illustrations will be published free of cost. Additional figures or colour prints will be charged to the authors at prevalent rates. Each Illustration must be cited in the text. As far as possible original ECG tracing should be sent.

The Editor-in-Chief or Editorial Board reserves the right to revise or modify article to conform to the journal's style.