

“Rohana”: Research Journal of the University of Ruhuna

Guidelines for submission of articles

General information

Rohana journal is refereed journal devoted to Applied & Natural Sciences, Management & Social Sciences, and Medical Sciences. We expect to publish this journal twice a year. Although contributions are accepted throughout the year, the scheduled deadlines to submit contributions for the journal volume are the 31st August and 31st January. There is no charge for contributions. A copy of the journal will be given free of charge to the corresponding author of each contribution.

Submission of Manuscripts

Three hard copies (two copies without name and addresses of authors) and the soft copy of the article should be sent to the Editor in Chief before the deadline.

Preparation of Manuscripts

The contributions should be typed (word processed) on one side of A4 size papers with font Times New Roman, double spacing. Margins of 2.5 cm. should be on all sides except the left margin. The left margin should be 3 cm. The full paper should not exceed 20 pages. Sinhala papers should be word processed using Sinhala Unicode Font.

A. Language

Papers will be categorized into following disciplines

- I. Applied & Natural Sciences
- II. Management & Social Sciences
- III. Medical Sciences

All papers under disciplines I & III should be in English but those under discipline II should either be in English or Sinhala.

B. Title (font -14 bold)

Title should be simple and concise. Begin the first word with a capital Letter; thereafter capitalize only proper or trade names and chemical symbols.

C. Author (s) affiliation(s) (font -12 normal)

Use only one form of your name as an author in all of your publications.

D. Author (s) (font -12 Bold)

Write out the names and postal addresses of the institutions in full.

E. Abstract (font- 11 normal)

An abstract accompany each manuscript. The abstract should be less than 300 words and be completely self-contained. State keywords below the abstract – Font size 11 – Italics

F. Main body (font -12 normal)

The body of the paper (text and math) should be divided into sections with the use of section headings and subheadings.

1. Principle heading (font – 12 Bold)

Left justified heading, all capital letters preceded by an Arabic numeral and period.

1.1 First Subheading (font – 12 Bold)

Left-justified heading, first Letter capital, preceded by an Arabic numeral followed by a period and a numeral.

2. Reference, figure and table numbering

Tables and figures should be numbered with Arabic numerals (1, 2, 3 etc.). Use (a), (b), (c) etc. to label the parts of the figures.

3. Equation numbering

Equations should be numbered consecutively with Arabic numbers within parenthesis (1), (2), (3), etc.

4. Abbreviations, Units and formulas

Use standard notations, symbols and SI units.

G. Acknowledgement (font – 12 Bold)

The acknowledgement section follows the main body of the paper. Use a principle heading without a number.

H. Footnotes (font 10- normal)

Use lowercase letters a, b, c, etc. to label the footnotes. Refer to the footnote in the body text by the insertion of label as a superscript.

I. References.

Citation of reference information should be simple and as concise as possible and should be indicated in the text by the name of the Author(s) and the year of publication within parenthesis.

Eg; i. John, et al., (1982)

Eg; ii John (1946) and Smith (1948)

Research papers

For journal articles the required elements for a reference are:

Author, Initials., Year. Title of article. *Full Title of Journal*, Volume number (Issue/Part number), Page numbers.

Eg:

Perry, C., 2001. What health care assistants know about clean hands. *Nursing Times*, 97(22), pp.63-64.

Boughton, J.M., 2002. The Bretton Woods proposal: an indepth look. *Political Science Quarterly*, 42(6), pp.564-78.

Books

Using the title page not the book cover, for the reference details. The required elements for a book reference are:

Author, Initials/first name., Year. *Title of book*. Edition. (Only include this if not the first edition)
Place: Publisher.

Eg:

Redman, P., 2006. *Good essay writing: a social sciences guide*. 3rd ed. London: Open University in assoc. with Sage.

Baron, David P., 2008. *Business and the organisation*. 6th ed. Chester (CT): Pearson.

Thesis

The required elements for a reference are:

Author, Year of publication. *Title of dissertation*. Level. Place of University (If not clear from the name of the University): Name of University.

Eg:

Richmond, J., 2005. *Customer expectations in the world of electronic banking: a case study of the Bank of Britain*. Ph. D. Chelmsford: Anglia Ruskin University.

Electronic document:

For websites found on the World Wide Web the required elements for a reference are:

Authorship or Source, Year. *Title of web document or web page*. [Medium] Available at: include web site address/URL (Uniform Resource Locator) and additional details such as access or routing from the home page of the source. [Accessed date].

Eg:

National electronic Library for Health. 2003. *Can walking make you slimmer and healthier? (Hitting the headlines article)*. [Online] (Updated 16 Jan 2005)
Available at: <http://www.nhs.uk.hth.walking> [Accessed 10 April 2005].

N.B. the URL should be underlined

the title of a web page is normally the main heading on the page.

It is good practice to keep a copy of the front page of any website you use.

For More Details of Referencing Guide, visit the website:
<http://libweb.anglia.ac.uk/referencing/harvard.htm>

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