

Journal of Health Promotion

Guidelines to Authors

Journal of Health Promotion is an annual publication of Health Education Association of Nepal (HEAN). Subjects covered in the Journal include School health programme, health promotion, health education, curriculum development, sexual and reproductive health, environment and community health, mental health, communicable and non-communicable disease, nutrition education, consumer health and other health issues and concerns. The knowledge, information and ideas contained therein should be original. Manuscripts in English language from in-country or abroad from any institution are welcomed.

Manuscript layout and submission

Manuscripts must be typewritten on A4 size paper in double-spaced with 1-inch margins on all sides using Times New Roman font size 12. Each page of the manuscript should be numbered in numerical order beginning with the title page. The front page should contain the article title, author's full name and affiliation and a summary that is intelligible without recourse to the main text. Manuscripts should follow the recommendations of the 2008 Publication Manual of the American Psychological Association (APA, sixth edition). Articles should not normally exceed 4000 words and manuscript should professionally be edited before submission.

The Editorial Office will correspond directly with authors on the acceptability of their papers. Authors may not submit manuscripts that are under consideration for publication elsewhere. The covering letter should include an explanation of how your paper is innovative, provocative, timely, related to health promotion and of interest to broad spectrum of audiences.

Format for Empirical Study

The manuscript sections should be organized in the following order:

- A.** Title page
- B.** Abstract
- C.** Key Words
- D.** Text

A. Title Page

Prepare a title page that contains:

1. The title of the article: The title should be concise, informative and simple;
2. Authors' names with highest academic degrees;
3. The affiliation of each author, including the institution at the time the work was done;

4. The mailing address, work telephone and fax number, and e-mail address of the corresponding author;

B. Abstract

All manuscripts must include an abstract containing a maximum of 250 words typed on a separate page. The abstract should be concise and complete in itself without reference to the body of the paper. It should contain a brief description of study objectives, design, methods, analysis, results and conclusion. Do not cite references in the abstract.

C. Key Words

A list of 5 to 7 key words or short phrases is to be provided directly below the abstract. Key words should express the precise content of the manuscript, as they are used for indexing purposes.

D. Text Outline

Text of a paper must include the following headings and subheadings:

1. Introduction: This should include background information and brief account of previous studies (literature review) and research objective;
2. Methods: Study design: (descriptive, comparative, analytical, randomized trial, quasi-experimental, community trial, qualitative, content analysis), sample(s), participants, data collection and analysis including statistical tests used;
3. Results: Findings should be presented in a logical sequence and supported Tables and Figures in quantitative research papers and by verbatim and narration in qualitative research paper.
4. Discussion and conclusion: Main findings presented in the “result section” should be discussed in a systematic way comparing them with the findings of other related research along with limitations and implications of the study. It should emphasize the new and important aspect of the study. Statements and any conclusions that are not completely supported by the findings should be avoided.

E. Acknowledgments

If applicable, place the acknowledgements after the discussion section and before references.

F. References

References should be listed at the end of the main text using the APA (American Psychological Association) format, whereby the surname of the author and year of publication of the reference are used in the text. There should be proper citation and referencing while preparing the manuscript. The list of references should be in alphabetical order of surnames. References by the same author(s) should be in chronological order. The style and punctuation of the references should conform to strict APA style – illustrated by the following examples:

Journal Article:

Ajen, I., & Madden, T. J. (1986). Prediction of goal-directed behaviour: Attitude, intentions and perceived behavioral control. *Journal of Experimental Social Psychology*, 3, 113-127.

List all authors up to six; when seven or more, list only first six and last author. For example,

Gunawardene, D.M., Wickremasinghe, A.R., Muthuwatta, L., Weerasinghe, S., Rajakaruna, J., Senanayak, T., Mendis, K.N. (1998). Malaria Risk factors in an endemic region of Sri Lanka and the impact and cost implication of risk factor-based intervention. *American Journal of Tropical Medicine and Hygiene*, 58, 533-542.

Journal article - with a DOI (Digital Object Identifier)

Hohepa, M., Schofield, G. & Kolt, G.S. (2006). Physical activity: What do high school students think? *Journal of Adolescent Health*, 39(3), 328-336.
doi:10.1016/j.jadohealth.2005.12.024

E-Journal article - Open access

Agha, S., Rossem, R. V., Stallworthy, G. & Kusanthan, T. (2007). The impact of a hybrid social marketing intervention on inequities in access, ownership and use of insecticide-treated nets. *Malaria Journal*, 6:13, Available from
<http://www.malariajournal.com/content/6/1/13>.

Corporate author in Journal

Ghana Vast Study Team. (1993). Vitamin A supplement in northern Ghana: Effects on clinical attendance, hospital admission and mortality. *Lancet*, 343, 7-12.

Institution as Authors

DOHS (2009). *Annual report of Department of Health Services*. Kathmandu, Teku: Ministry of Health and Population, Department of Health Services,.

WHO (2008). *Primary health care- more than ever*. Geneva: World Health Organization

Authored Book:

Mitchell, T. R., & Larson, J. R., Jr. (1987). *People in organizations: An introduction to organizational behavior* (3rd Ed.). New York: McGraw-Hill.

Chapter in an Edited Book:

Sheeran, P., & Abraham, C. (1996). The health belief model. In M. Conner & P. Norman (Eds.), *Predicting health behaviour: Research and practice with social cognition models* (pp. 23-60). Buckingham: Open University Press.

Electronic book

Glanz, K., Lewis, F. M., & Rimer, B.K. (2005). *Theory at a glance: A guide for health promotion*. Retrieved from <http://www.cancer.gov/PDF/481f5d53-63df-41bc-bfaf-5aa48ee1da4d/TAAG3.pdf>.

Thesis/dissertation

Dewstow, R. A. (2006). *Using the internet to enhance teaching at the University of Waikato*. Unpublished master's thesis, University of Waikato, Hamilton, New Zealand.

Website:

US Bureau of the Census. *American Fact Finder, 2000*. Available at: <http://www.census.gov>. Accessed March 24, 2002.

Abbreviations: Words to be abbreviated should be spelt out in full the first time they appear in the text with the abbreviation in brackets. Thereafter the abbreviation should be used.

Tables and Figures: Up to 5 tables, figures, graphs, and illustrations are allowed. Refer to all tables, figures, graphs, and illustrations by number within the text and include them at the end of the article, after the list of references, in the order in which they were cited in the text.

Tables should supplement, not duplicate, the text. Prepare table files in Word format. Number tables in the order in which they are mentioned in the text. Place each table on a separate page. Save large tables in separate files. Explain in footnotes all non-standard abbreviations used in each table. When p values are reported, use the asterisk (*) for the p values.

Prepare figures in PDF format. Save each figure in a separate file (i.e., if there are 5 figures in the manuscript, 5 figure files should be submitted along with the text file). Place figure legends, double-spaced, at the end of the text file, after the tables; if there are no tables, the figure legends should follow the list of references.

Length of the Manuscript

Limit regular Quantitative and Qualitative Research articles to 10 to 15 double-spaced typed pages, or about 3000 to 4000 words. Avoid preparing articles longer than 4000 words, except in unusual situations.

Format for Other Types of Manuscripts

Review article

Abstract: Prepare an abstract of no more than 250 words. In your abstract, please include the following: objective, data source, study inclusion and exclusion criteria, data extraction, data synthesis, results, and conclusions

Length: Limit review articles to no more than 15 double-spaced typed pages, or about 3000 words.

Text Format: Include the following headings and subheadings: objective, methods (data sources, inclusion and exclusion criteria, data extraction, and data synthesis), results, and conclusions.

Brief Report

Brief reports are designed to provide readers with pertinent research findings, in a condensed format.

These include original studies that are not appropriate for full-length manuscripts but that are relevant to the practice of health promotion. The study findings should be succinct, focused, and provide a clear message about possible applications for the practitioner. The brief report is appropriate for studies including, but are not limited to: preliminary studies; simple comparisons between two or more program alternatives; and studies that have methodological flaws, such as small sample sizes or lack of a control group, yet convey important findings.

Criteria: Brief reports undergo a review process similar to but less rigorous than full-length manuscripts. To merit acceptance, the manuscript should address an important issue, be of interest to practitioners, illustrate good research in a practice setting, clearly describe the implications of methodological limitations, be well written and presented, and be within length guidelines.

Length: The manuscript should be no longer than 1800 words of text, plus no more than 10 references and two tables or illustrations.

Text Format: Include the following headings, subheadings, and word counts: introduction and purpose, methods (design, sample, measures, and analysis), results, discussion, and limitations.