

Guidelines for Manuscript Submission

Word Count

Article: 3000-4,000 words

Book review: 1000-2000 words

Ethics and Compliance

- Maintain originality and academic honesty. Authors are to comply with UGC Level 0 plagiarism norms (Less than 10% similarity)
- Plagiarism report must be attached with the article as per norms
- AI-generated or AI-assisted content must be clearly disclosed

Writing format

- *The manuscript must be submitted in Microsoft® Word. Manuscripts should be typed using TIMES NEW ROMAN font, size 12, in accordance with the stipulated guidelines.*
- Be typewritten in English, Sanskrit, and Hindi.
- For Sanskrit and Hindi articles, the font should be Arial Unicode with size 12.

Title

- Manuscript title should be precise, concise and relevant to the content.
- The author's full name should be written below the title. If there are co-authors, state the corresponding author to be contacted.
- Manuscript titles must be written using the format Bold & Title Case, font size 14 and Centered. Titles may not be written in all capital letters (e.g., "CHAPTER TITLE" is incorrect; "Chapter Title" is correct)
- The author's name must be written using the format Bold & Title Case, font size 12 and Centered.

Abstract

- Abstracts should be precise, explaining problematic aspects, objectives, methodology, findings as well as a conclusion, not exceeding 200 words.
- Abstracts should be in font size 10 and Justified.

Keywords

- Keywords must be written using the format Normal, font size 12 and Justified.

Content & Style

- The manuscript could include the following, i.e., Introduction, Literature Review, Methodology, Findings, Discussion and Conclusion.
- Each section must be given a suitable title using the format Bold, font size 12 and Justified.
- The manuscript text should be typed with 1.0 word spacing using the format Normal, font size 12 and Justified.

Quotations

Use single quotation marks throughout; for quotations within quotations, use double quotation marks. Longer quotations (Block quote) should appear as an indented block without quotation marks (font 10pt), followed by Author, year, page no. of source in bracket i.e., (Author, year, page no.).

Dates

Write: the nineteenth century, not 19th, for B.C. – Write BCE (no point), for AD – Write CE (no point)

Hyphenate adjectives: art-historical methodology, nineteenth-century France, middle-class values; do not hyphenate nouns: the nineteenth century, the middle class.

Illustrations: should be referred to in the text thus: (Figure 1). All copyright permissions must be cleared for accepted articles; we require digital files of at least 620 dpi.

- Tables and Figures must be complete, clear and concise with suitable titles in either colour or black and white.
- Tables and Figures must be numbered systematically, e.g. Table 1, Table 2 or Figure 1, Figure 2.
- Table headings must be above the table, whereas Figure headings must be below the Figure.
- All images must be submitted separately with a minimum of 620dpi of a JPEG resolution.

Captions: follow this pattern:

Figure 1: Vishnu as Narasimha, disemboweling the demon king, Hiranyakashipu, by an unidentified Lucknow artist; from an album of paintings commissioned by Antoine Louis Polier at Lucknow, c. 1780. British Library, Oriental Ms 4769. (Source: National Archive)

Footnotes: Notes are printed at the bottom of page.

Reference

- Please ensure that all information in your manuscript that is taken from another source is substantiated with an in-text reference citation. A minimum of 10 sources is required for each submission.
- All manuscripts must follow the standard of the "Publication Manual of the **American Psychological Association**" (APA-6th edition). For Bibliography i.e. Author, A. A. (Year). Title of work. Location: Publisher. In-text citations (Author, year, page).

Articles cited from Journal:

Author & Author. (Year). Title of Article. *Name of Journal*, Volume (issue), page no.

i.e. Alpers, E. (1976). Gujarat and the trade of East Africa, c. 1500-1800. *The International Journal of African Historical Studies*, 1, 22-44.

Article cited from Edited Book:

Author. (Year). Title of Article. In Name of Editor (Ed.), *Name of Publication* (pp. 1-4). City: Publisher

i.e. Balbir, N. (2016). Is a manuscript an object or a living being?: Jaina views on the life and use of sacred texts. In K. Myrvold (Ed.), *The death of sacred texts: ritual disposal and renovation of texts in World religions* (pp. 107-124). New York: Routledge.

Headings

Please format all headings as in the manuscript formatting templates below. Heading names within the body of your text may be tailored to the content of the work. Note that headings and subheadings should NOT be numbered (e.g., 1. Introduction, 2. Background, etc.).

- Subheadings: use upper and lower case, Bold.

Author's Biography

- Author's biography should not exceed 50 words.