



# STEP 1-INTERNAL REVIEW

## EDITOR'S TRIAGE



MANUSCRIPT TITLE: \_\_\_\_\_

MANUSCRIPT ID: \_\_\_\_\_

REVIEW ITEMS FOR MANUSCRIPT		YES NO	IF NO, GIVE REASONS
1.	Fit within the scope of the journal		
2.	General format is adequate in terms of adherence to author's guidelines.		
3.	Show clarity of methodology with addition of relevant details like study design, inclusion and exclusion criteria and statistical analysis. Reference is given where required.		
4.	Has followed Vancouver referencing style – in-text as well as bibliography as suggested by Journal		
5.	Language, spelling and syntax errors are not present		
6.	Tables and graphs are given as per instructions to authors – repetition of data or superfluous table/ graphs are avoided. Table headings and captions are in "Sentence" case.		
7.	Figures are of good resolution and captions are adequate.		
8.	Have mentioned Acknowledgement, Conflict of interest, Financial disclosure and Author's contribution. Institutional Ethical Approval No. as per instructions of journal is provided.		
9.	Plagiarism report makes <19% similarity index.		

10.	Limitations of research mentioned at the end ?		
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**FINAL DECISION: (Highlighted text is the final decision)**

- ◇ **Approved for further processing** (in the current form)
- ◇ **Approved with minor corrections** (to be processed after corrections by editorial coordinator)
- ◇ **Approved with major corrections** (to be sent back to authors for corrections)
- ◇ **Rejected** (the whole manuscript needs to be done again or is not in line with the scientific or ethical scope of the journal)

**REVIEW RESPONSIBILITY:**

This review has initially been done by the Editorial Coordinators and verified and approved by the Editor of the Journal.

NAME OF REVIEWER: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE OR REVIEWER \_\_\_\_\_