

## *INTERVIEWS'* INSTRUCTIONS FOR AUTHORS

### **A. Instructions Regarding Submission**

1. **Submission:** Manuscript submissions and general correspondence should be via e-mail only to the Executive Editor at **interviews.scc@gmail.com**. The manuscript shall be submitted in *.doc* or *.docx* file. Authors should preserve a copy of the manuscript to guard against loss. They must provide complete contact information on a separate page—author's name, designation, address, mobile number, e-mail ID, fax number (if any), institutional affiliation, and a brief bio-note.

*InterViews: An Interdisciplinary Journal in Social Sciences* welcomes scholarly and original manuscripts that explore interdisciplinary ideas in social sciences. The Journal invites empirical, theoretical, clinical, and historical articles, short notes, review articles, and book and film reviews that facilitate constructive reflection, critique, and dialogue in the service of contributing to knowledge that graduates to wisdom. English translation of scholarly and relevant articles previously published in another language is acceptable. Previously unpublished extended versions of social science conference proceedings are acceptable as well. A full-length article, inclusive of reference listing and all appendices, shall not be longer than 25 pages (A4 size, double-spaced except for the Style specifications mentioned in No. 4 below). A short note as well as a review article could be of 7-10 pages. Book/film review must be of 2,000 words or less. The Journal is international in scope and every submission will be subject to double-blind review by peers. Authors will be notified of decision on acceptance for publication **within three months** from the date of submission of the manuscript.

2. **No Simultaneous Submission** of the same article to multiple journals at the same time is permitted as per our policy. We solicit only those

articles that are original, unpublished, and not submitted elsewhere while it is being considered by *InterViews*.

3. Submissions are accepted round the year. As a general policy, the deadline for submission of manuscripts for publication in a given year will be **March 1** of the same year.
4. **Style Requirements:** *InterViews: An Interdisciplinary Journal in Social Sciences* follows the APA Manual of Style (6<sup>th</sup> Edition) with a few adaptations. Those interested in submitting articles to *InterViews* must make sure that their article complies with the APA Style along with the SCCZ adaptations mentioned below:
  - a. The block quotes shall be single-spaced.
  - b. Each reference under the section “References” shall be single-spaced. However, skip a line between references.
  - c. Since gender-neutral language is difficult to apply to writing and gender-inclusive use such as “he or she,” “him or her,” etc., is not reader-friendly, the authors shall adopt the pronouns that match *their own gender* to denote a human being in general. Thus, a female author shall use the pronoun “she” and its derivatives to refer to a generic human being, and a male author shall use “he” and its derivatives. In case of more than one author, the first author’s gender shall be preferred.

Authors may download a Style Checklist from the journal website, [www.interviewsjournal.com](http://www.interviewsjournal.com). The Checklist is meant to help authors verify if their article complies with the APA Style requirements with SCCZ adaptations. However, please note that the Checklist is not exhaustive of every APA Style requirement. Nor does everything mentioned in the Checklist apply to every kind of article. Authors are directed to the APA Manual (6<sup>th</sup> Edition) for comprehensive information on the writing style.

5. **Book and Film Reviews:** Correspondence regarding a book/film of potential interest to the journal as well as books/films for review shall be sent to the Review Editor, *InterViews*, Saint Claret College, Post Box 22, Ziro—791 120, Arunachal Pradesh, India. One may also choose

to send the PDF copy of the book or the online link of the film to be reviewed via email.

6. **Declaration of Authenticity:** The author must submit, along with the submission of manuscript, a Declaration of Authenticity wherein the author provides an undertaking as to the originality of the research and article, exclusive authorship, and ethical compliance in research and writing. In case of multiple authors, ideally all of them shall sign the Declaration. However, if it is physically difficult to procure the signature of every author due to valid reasons such as geographical distance, it is enough that the primary author signs the Declaration on behalf of all authors, having shared the content of the Declaration with them and obtained their permission, and having mentioned their names, designations, and institutional affiliations in the Declaration. The secondary authors who are unable to sign the Declaration physically shall communicate their acceptance of the terms of Declaration by email to the Executive Editor. The Template of the Declaration can be downloaded from the journal website.
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9. **Notification of Decision:** Authors will be notified of the decision on acceptance for publication within three months from the date of submission of the manuscript.
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14. **Any dispute arising** out of or in connection with the publication will be settled within the exclusive jurisdiction of the court in Ziro, Arunachal Pradesh.

## **B. Instructions Regarding Research and Publication**

15. The article submitted should be original and contribute significantly to advance and enrich the existing fund of knowledge in the field of social sciences.

16. The research that forms the core of the article should have been conducted following sound methodology and scientific rigor as well as the ethical demands of research with special care for fulfilling the specific research standards and ethical directives adopted by the respective professional social science research associations of the institution or country where the research was conducted. Such compliance must be so attested to, by means of the Declaration of Authenticity.
17. Research involving human beings and/or animals should have fulfilled “Do No Harm” (DNH) principle. The same should be reported and acknowledged in the Declaration of Authenticity.
18. The authors must present the methodology in clear, unambiguous, and complete manner so that any other scholar interested in following the methodology to replicate the research should be able to do so understanding and following the methodology in toto.
19. The researchers should have used methods of data analysis and presentation, which are appropriate and adequate to analyze the data and report the results.
20. All findings shall be presented with honesty and fidelity to truth. Authors shall not engage in any fabrication, falsification, or inappropriate data manipulation. No modification that may misrepresent data shall be done to images except for the sole purpose of providing adequate clarity. Authors must address and mention the limitations and delimitations of their study.
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27. Authors shall disclose sources of direct or indirect research funding, supply of equipment or materials used for research, any other form of significant support in terms of statistical assistance, writing assistance, linguistic assistance, survey of literature assistance, etc.
28. The editorial decision made on the article, based on the peer review report, is final. However, if the authors think that they have genuine grievance of substantial merit, they may appeal the editorial decision. *InterViews* will initiate a review of the initial decision by constituting an Appeals Committee and the subsequent decision of the Committee shall be final and binding.
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editing and publication process goes smoothly and without delay. The decision to publish the article may be revoked if the author(s) do not respond in time even after a maximum of two written (email) reminders by the Editor.

**C. Instructions Regarding Authorship, Contributorship, & Conflict of Interest**

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36. *InterViews* requires the authors to ensure that there is no conflict of interest related to any parties involved in the research, including funding agencies and institutions that offer material support for the research. In case of any conflict of interest or competing interest, the authors are required to state the same with transparency and honesty, detailing how steps were taken to ensure that such conflicts did not affect the objectivity of the research and its reporting.
37. Authors shall report the findings of the research with honesty and authenticity, even when the results are against the expectations/products/position of the funding agency.

**D. Compliance with Editorial and Peer Review Policies**

38. The authors shall submit the manuscript as per the declared policies and conventions demanded by the Journal, as detailed above. In case of doubt or lack of clarity on any matter, they shall contact the Executive Editor promptly.
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