



## Notes for preparing the manuscript to the CDC Journal

### Title Page

The title of the article should be intelligent, brief, and informative. The maximum length should not exceed 120 characters. Do not include the authority for taxonomic names in the title. Capitalize the first letter of all words in the main title and subtitle if the article is written in English. All other words, unless specified for capitalization, should be lowercase.

### Abstract

An abstract of the manuscript should not exceed 250 words for a full-length article. It must be clear, concise, and complete within its limits, summarizing the research: arguments, objectives, methods, results, and major conclusions. Five to seven keywords should be provided at the bottom of the abstract. The first letter of the first keyword should be capitalized.

### Main Text

The main text should be in the range of 3000-5000 words and be organized under the following headings:

- **Introduction:** The introduction should describe the significance of the paper, beginning with an explanation of existing knowledge and the research gap of the problem under investigation. This should lead to the main research questions or objectives.
- **Methods and Materials:** This section should provide sufficient information to allow the research to be repeated in the future. A clear description of technical procedures should include the study area, sampling design, methods, and tools used.
- **Results and Discussion:** The results should be presented concisely and clearly in descriptive, tabular, and graphical forms with interpretation. This section should address the objectives systematically, providing:
  - Interpretation of results without restating them
  - Comparison with previous research findings,
  - Impacts on the existing knowledge of the subject, and
  - Suggestions for further research. The results should be discussed in relation to at least two previously published peer-reviewed journal articles.
- **Conclusions:** The conclusions should highlight the main findings, justified by data analysis. Preconceived ideas should not override the results and conclusions.

### Acknowledgments

Acknowledgments (if necessary) should be brief and specific, detailing various supports received for the research.



Tribhuvan University  
Office of the Rector

## CURRICULUM DEVELOPMENT CENTRE

Kirtipur, Kathmandu, Nepal

Notes for preparing the manuscript to the CDC Journal

321

Ref. No.:

### References

References should be cited in the text by the author(s) and year of publication in chronological order. All citations and references should follow APA 7th edition style. References with DOI should comprise more than 50% of all references, with at least 25% coming from recently published journals (within the last 2 years). If available, DOIs or URLs should be included in the references, with the access date listed for website/URL citations.

### Peer Review Process

The Editorial Board will evaluate manuscripts based on the provided guidelines and their appropriateness for publication in the CDC journal. Plagiarism checks must be performed before assigning a reviewer. The chief editor assigns the manuscript to reviewers based on their expertise, and the manuscript is sent to two reviewers under a double-blind peer review process. Reviewers have two weeks to assess the article. If minor revisions are requested, the paper will be sent to the authors for corrections. In cases of major revisions, the article may be rejected. Upon receiving the revised manuscript, the reviewers will re-evaluate it to determine its potential for acceptance. Authors must address all reviewer comments or clarify them as necessary. The chief editor makes the final decision on publication.