NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS WITH INTELLECTUAL DISABILITIES (DIVYANGJAN)

(Formerly National Institute for the Mentally Handicapped)

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Ministry of Social Justice and Empowerment, Government of India

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GUIDELINES AND POLICIES

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Indian Journal of Rehabilitation Sciences: Guidelines for Authors

About the Journal

Journal Overview

IJRS is a premier academic publication dedicated to advancing knowledge in disability rehabilitation and special education. As a scholarly platform, it serves researchers, practitioners, educators, and policymakers working to improve outcomes for individuals with disabilities and their families.

Publication Model and Access

The **Indian Journal of Rehabilitation Sciences (IJRS)** follows a **print-based publication model**, providing a platform for disseminating quality research and scholarly contributions in disability and rehabilitation sciences. The journal aims to promote research visibility, academic collaboration, and knowledge exchange among researchers, academicians, and professionals.

Peer Review Standards

The journal employs a **rigorous double-blind peer review process** that ensures:

- **Unbiased evaluation** where neither authors nor reviewers know each other's identities
- **Quality assurance** through expert assessment of methodology, significance, and contribution
- **Constructive feedback** to improve manuscript quality
- **Transparency** in editorial decisions with detailed reviewer comments
- **Plagiarism** All manuscripts submitted are screened for plagiarism to ensure originality and academic integrity. Manuscripts must adhere to established publication ethics. Submissions with unacceptable similarity or evidence of plagiarism may be rejected.

Publication Schedule

Published **bi-annually** (twice per year) with issues released in:

- **Spring Issue:** June publication
- **Fall Issue:** December publication

This schedule allows for thorough peer review while maintaining timely dissemination of research findings.

Manuscript Types and Scholarly Contributions

Original Research Papers

Empirical studies that present novel findings through:

- **Quantitative research:** Experimental designs, surveys, observational studies
- **Qualitative research:** Ethnographic studies, phenomenological research, case studies
- **Mixed-methods research:** Combining quantitative and qualitative approaches
- **Clinical trials:** Intervention studies with rigorous methodology
- **Systematic reviews and meta-analyses:** Comprehensive evidence synthesis

Review Articles

Comprehensive examinations of current knowledge including:

- **Systematic reviews:** Following PRISMA guidelines for literature synthesis
- **Narrative reviews:** Expert perspectives on emerging topics
- **Scoping reviews:** Mapping research landscapes in developing areas
- **Critical reviews:** Analytical examination of controversial topics
- **Meta-analyses:** Statistical synthesis of multiple studies

Case Studies and Case Reports

Detailed examinations of specific situations including:

- **Single-case studies:** In-depth analysis of individual cases
- **Multiple-case studies:** Comparative analysis across cases
- **Program evaluations:** Assessment of intervention programs
- **Institutional case studies:** Organizational change and implementation
- **Longitudinal case studies:** Development and progress over time

Additional Scholarly Contributions

- **Brief communications:** Preliminary findings or novel observations
- **Technical reports:** Innovative assessment or intervention tools
- **Position papers:** Expert opinions on policy or practice issues
- **Letters to the editor:** Scholarly discourse on published articles
- **Discussions Paper:** Critical perspectives, thoughtful insights on emerging issues, policies, practices, and developments.

Target Audience and Impact

The journal serves multiple stakeholder groups:

- **Researchers** seeking to publish high-quality studies and access current literature
- **Clinicians** looking for evidence-based practices and intervention strategies
- **Educators** developing curricula and training programs
- **Policymakers** requiring research evidence for decision-making
- **Students** conducting literature reviews and thesis research
- **Families and advocates** seeking understanding of current research developments

Journal Mission and Values

IJRS is committed to:

- **Advancing scientific knowledge** in disability and rehabilitation sciences
- **Promoting evidence-based practice** through rigorous research dissemination
- **Supporting inclusive education** and community integration

- **Fostering international collaboration** among researchers and practitioners
- **Maintaining highest ethical standards** in research and publication
- **Ensuring accessibility** of research findings to all stakeholders

Aims and Scope

The journal promotes advances in research across multiple disciplines to enhance evidence-based care and improve the lives of children with special needs and their families. We publish high-quality research in:

Primary Focus Areas

- **Special Education and Inclusive Education**
- **Psychology and Psychiatry**
- **Physiotherapy**
- **Occupational Therapy**
- **Speech-Language Pathology and Audiology**
- **Pediatrics and Developmental Medicine**

Specific Topics of Interest

1. Autism Spectrum Disorders and ADHD
2. Intellectual and Learning Disabilities
3. Neurodevelopmental Disorders and Developmental Delays
4. Early Intervention and Evidence-Based Practices
5. Behavioral Issues and Behavior Modification
6. Family-Centered Multidisciplinary Interventions
7. Neurogenetic Disorders Affecting Child Development
8. Preventive Aspects in Adolescents and Pregnancy
9. Vocational Training and Rehabilitation
10. Assistive Technology and Adaptive Equipment

Editorial Process

Peer Review System

- **Double-blind peer review** ensures unbiased evaluation
- **Plagiarism detection** employed for all submissions
- **Ethical standards** maintained throughout the process

Publication Ethics

- Promotional therapy articles and undisclosed funded research will be rejected
- All manuscripts undergo rigorous ethical review
- Conflicts of interest must be declared

Manuscript Types and Requirements

1. Original Articles

- **Word limit:** 5,000 words maximum
- **Content:** Previously unpublished research
- **Structure:** Introduction, Methods, Results, Discussion, Conclusion
- **Abstract:**300 words maximum (unstructured)

2. Review Articles

- **Word limit:**6,000 words maximum
- **Content:** Comprehensive reviews (commissioned or unsolicited)
- **Structure:** Introduction, methodology for literature search, main content, conclusions
- **Abstract:** 300 words maximum (unstructured)

3. Brief Communications

- **Word limit:** 1,000 words maximum
- **Content:** Preliminary or immediately relevant results
- **Requirements:** Maximum 10 references, one table or figure
- **Abstract:** Required with keywords (unstructured)

4. Case Reports

- **Word limit:**2,000 words maximum
- **Content:** Clinically interesting cases
- **Structure:** Introduction, case presentation, discussion, conclusion
- **Requirements:** Appropriate references and patient consent

5. Letters to the Editor

- **Word limit:** 500 words maximum
- **Content:** Commentary on published articles or contemporary issues
- **Requirements:** Relevant references

Manuscript Preparation

Formatting Requirements

- **Software:** Microsoft Word
- **Font:** Times New Roman, 12-point
- **Spacing:** Double-spaced throughout
- **Margins:** 1-inch on all sides
- **Page numbering:** Consecutive, bottom center

Manuscript Structure

Page 1: Title Page

- Article title (concise and descriptive)
- Complete author information:
    - Full names and degrees
    - Institutional affiliations
    - Contact information for corresponding author
- Word count (excluding abstract, references, tables, figures)
- Number of tables and figures
- Funding sources and acknowledgments
- Conflicts of interest declaration

Page 2: Abstract and Keywords

- **Abstract:** Unstructured format
- **Keywords:** 3-6 terms using appropriate indexing terminology
- **Word count:** 300 words maximum (For Original Article) 300 words maximum (for Review Article)

Page 3 onwards: Main Manuscript

- Title (repeated)
- Main text with appropriate headings
- References
- Tables (each on separate page)
- Figure legends
- Figures (high-resolution files)

Detailed Manuscript Sections

Introduction

- Provide relevant background and context
- State the problem and its significance
- Clearly define study objectives or hypotheses

Methods

- **Participants:** Description, selection criteria, demographics
- **Procedures:** Detailed methodology for replication
- **Instruments:** Psychometric properties when applicable
- **Statistical Analysis:** Software used, significance levels
- **Ethics:** IRB/Ethical Committee approval, informed consent procedures

Results

- Present findings logically and objectively
- Use tables and figures effectively
- Report statistical results with confidence intervals
- Avoid redundancy between text and tables/figures

Discussion

- Interpret findings in context of existing literature
- Address study limitations honestly
- Discuss clinical implications
- Suggest future research directions
- Avoid overgeneralization

Conclusion

- Summarise the key findings of the study in a concise manner.
- Highlight the significance of the findings in relation to the research objectives.
- Mention the implications for research, policy, education, clinical practice, or rehabilitation services, as applicable.
- Provide relevant recommendations or directions for future research, wherever appropriate.

References

- **Format:** APA Style (7th edition)

Tables and Figures

Tables

- Number consecutively (Table 1, Table 2, etc.)
- Provide descriptive titles
- Use horizontal lines only
- Include statistical significance indicators
- Cite in text before appearance

Figures

- High-resolution digital format (JPEG, PNG, TIFF)
- Minimum 300 DPI resolution
- Clear, professional appearance
- Comprehensive legends on separate page
- Obtain permission for copyrighted material

Authorship and Contributions

Authorship Criteria

All authors must meet these requirements:

1. Substantial contribution to conception, design, data acquisition, or analysis
2. Drafting or critically revising the manuscript
3. Final approval of the version to be published
4. Agreement to be accountable for all aspects of the work

Author Responsibilities

- **Corresponding Author:** Primary contact, manuscript submission, revisions
- **Co-authors:** Review and approve final manuscript
- **Guarantor:** Takes responsibility for work integrity

Submission Process

Required Documents

1. **Cover Letter** including:
    - Statement of originality
    - Author contributions
    - Conflicts of interest
    - Financial Disclosure
    - Suggested reviewers (optional)
2. **Manuscript Files:**
    - Main document (Word format)
    - Tables (separate Word document)
    - Figures (high-resolution image files)
    - Supplementary materials (if applicable)
3. **Supporting Documents:**
    - IRB approval letter
    - Informed consent forms
    - Copyright permissions
    - Conflict of interest statement

Submission Guidelines

- **Format:** Electronic submission preferred
- **File naming:** Use author last name_manuscript type_date
- **Email submission:** editor.ijrsniepid@gmail.com, include all files as attachments

Copyright

Upon acceptance of a manuscript, authors agree to its publication in the Indian Journal of Rehabilitation Sciences (IJRS) and shall not submit or publish the same work elsewhere without prior written permission from the journal. The corresponding author must ensure that all co-authors have reviewed and approved the manuscript and have consented to its submission and publication.

Authors are responsible for ensuring that the manuscript is original, unpublished, free from plagiarism, and does not infringe upon any third-party copyright or intellectual property rights. Necessary permissions must be obtained for the reproduction of copyrighted materials, including figures, tables, and photographs.

The journal reserves the right to reject manuscripts involving plagiarism or copyright violations and to take appropriate corrective action, including retraction or removal of published content, in accordance with its publication ethics and policies. All authors are required to submit a duly signed Copyright Declaration Form.

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Additional Resources

Ethical Guidelines

- Committee on Publication Ethics (COPE) guidelines
- International Committee of Medical Journal Editors (ICMJE) recommendations
- Institutional Review Board approval requirements

Writing Resources

- APA Style Guide (7th edition)
- CONSORT guidelines for clinical trials
- STROBE guidelines for observational studies Technical Support

For technical issues with manuscript preparation or submission, contact the editorial office during business hours (9:00 AM - 5:00 PM IST, Monday-Friday).