

Manuscript Submission Guidelines: Notes for Authors

1. Manuscript may be submitted in English only. Contributions are considered for publication only on the understanding that they are not published already elsewhere, that they are the original work of the authors (s), and that the authors assign copyright to the National Institute of Disaster Management, New Delhi.
2. Papers should normally be submitted as e-mail attachments to the Editor with copy to editor (ed.nidm@nic.in). The subject of the e-mail should be typed CONTRIBUTION FOR DISASTER AND DEVELOPMENT.
3. Papers can also be sent in hard copies by registered post but these must always be accompanied by a CD with manuscript in MS Word format. CD should be labeled with the name of the article and the author.
4. Title of the paper in bold, 14 point size (Times New Roman). Title of the paper should be followed by the name(s) of Authors, Affiliation (s), abstract, introduction, methodology, analysis, results, discussion, conclusion, acknowledgments and references.
5. Length of the paper should be maximum of 8000 words or 16, A4 pages including tables and illustrations (1.5 spaced with 1 inch margins and justified).
6. An abstract of upto 200 words with 4-5 key words, 12 point size italics. Figures, maps and diagrams should be of good resolution (150 dpi or more), numbered consecutively
7. Referencing and index citations should be as per American Psychological Association (APA) guidelines.
 - a. Journal Articles:
Scruton, R. (1996). The eclipse of listening. *The New Criterion*, 15(30), 5-13.
 - b. Article in a Magazine:
Henry, W. A., III. (1990, April 9). Making the grade in today's schools. *Time*, 135, 28-31.
 - c. Book (Single and multiple Author(s))
 - i. McKibben, B. (1992). *The age of missing information*. New York: Random House.
 - ii. Larson, G. W., Ellis, D. C., & Rivers, P. C. (1984). *Essentials of chemical dependency counseling*. New York: Columbia University Press.
 - d. Article or Chapter in an Edited Book
Barlow, D. H., Chorpita, B. F., & Turovsky, J. (1996). Fear, panic, anxiety, and disorders of Emotion. In R. Dienstbier (Ed.), *Nebraska Symposium on Motivation: Vol. 43. Perspectives on anxiety, panic, and fear* (pp. 251-328). Lincoln: University of Nebraska Press.
 - e. Conference Proceedings
Schnase, J. L., & Cunniss, E. L. (Eds.). (1995). *Proceedings from CSCL '95: The First International Conference on Computer Support for Collaborative Learning*. Mahwah, NJ: Erlbaum.
 - f. Individual document/report/web page authored by an organization and available on organization Web site, no publication date:
Accreditation Commission for Programs in Hospitality Administration. (n.d.). *Handbook of accreditation*. Retrieved from <http://www.acpha cahm.org/forms/acpha/acphahandbook04.pdf>
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