Guidelines for Authors to publish in the ITPI Journal

1. Editor of the *ITPI Journal* would consider manuscripts dealing with the subject areas of town and country planning and development for review and likely publication based on the results of the peer review process.

2. Authors must follow the *Harvard Style of Referencing* for the preparation of manuscripts including a list of referencing. Full manual of the Harvard Style of Referencing is available free of cost on the internet. Some examples of how to cite an article are mentioned below:

**Journal Article**


**Authored Books and Edited Books**


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3. Length of a manuscript submitted for publication in the *ITPI Journal* should not exceed 8,000 words. Smaller policy papers will be also accepted after full peer review process.

4. Each manuscript must have an appropriate title, names of authors and their affiliation along with their email addresses and passport size color photographs. Title should be written in Rockwell font type with 16 font size in single space, and names of authors and their affiliations along with their email addresses should be written in Rockwell font type with 10 font size in single space.

5. Each manuscript must have an abstract of approximately 150 words and this should be prepared in Rockwell font type with 10 font size in single space. Apart from an abstract, each manuscript should also have a section on introduction and conclusions besides a body of a manuscript.

6. All authors should also submit a brief CV along with their recent passport size color photograph along with the submission of a manuscript to the Editor of the ITPI Journal.

7. When preparing a manuscript, one inch margin should be left on all four sides of an A4 size paper. Same page layout should be followed on all the pages of a manuscript.

8. Authors should prepare the entire manuscript (except the abstract) in Rockwell font type with 12 font size in single space.

9. Immediately after an abstract, authors should also include four to six key words or phrases in alphabetical order separated by commas.

10. Plagiarism is considered an academic misconduct by the ITPI Journal. Some examples of plagiarism include copying verbatim or using another author's ideas as your own by:

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12. All tables should be placed in the text of a manuscript and prepared in black and white in Rockwell font type with 11 font size. Clear titles and appropriate sources along with page numbers should be mentioned for all tables. All tables should be numbered consecutively. Table titles and sources should be left aligned. Table and figure numbers should be mentioned along with title and should also be reflected in write up. Title on the top of a table and source underneath a table should be mentioned as shown below:

**Table 1: Planning Practice in India**


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**Fig. 1: Planning Education in India**


14. If there is any ‘conflict of interest’ in connection with the submission of a manuscript, it should be made public when submitting the manuscript to the Editor.

15. The Editor of the ITPI Journal in consultation with the Editorial Board members will consider from time to time revision of these guidelines to comply with evolving standards and ethical concerns.

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