

Letter to Editor

A letter to the editor (sometimes abbreviated LTTE or LTE) is a letter sent to a publication about issues of concern from its readers. In academic publishing, letters to the editor of an academic journal are usually open post publication reviews of a paper, often critical of some aspect of the original paper.

Manuscript Organization:

Running Head

Characters: Up to 50

Font: Cambria (Headings)

Size: 12

Alignment: Left

Running head should be added in the Header along with the page numbers

Type of article: Research Article/ Case Report/ Review Article/ Opinion/ Short Communication/ Mini Review/ Letter to Editor

Title: [Enter here the Title of the manuscript in title case.]

Running title: A short 'running title', of not more than 45 characters (including spaces), for use as a headline. Title should be in Bold and in Title Case.

Author and affiliations

- Author names should be given in upper- and lower-case, not in all capitals, to avoid ambiguities. The author for correspondence must be clearly indicated. It is permissible to include the names of more than one author as corresponding author, but a single author must act as the point of communication during the peer review process.
- The name and address of the laboratory or laboratories and university where the work was done, and present addresses of authors who have since moved.
- Corresponding author details Detailed Author's address, including telephone number, Fax number and email address for the corresponding author should be mentioned

Abstract: [Less than 250 words for all manuscripts]. This should state the objectives of the work, but should not contain a detailed summary of the results.

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Keywords: [Enter Four to five keywords here]

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Abbreviations:

Please include any non-standard abbreviations referred to within your paper. A list of standard abbreviations can be found here.

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Introduction: Often it will cover work previously carried out by the same research team and how the new results relate to that. Because the introduction states a lot of background material and little to no original research, it usual contains the bulk of the citations - often to larger “review” papers.

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Acknowledgements:

An Acknowledgements section is not compulsory but may be included. If required, Provide list of individuals who contributed in the work and grant details other than main authors. Authors may also wish to acknowledge individuals who have contributed materials, expertise or time to the study who are not named as authors.

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Conflict of Interest:

Declare if any economic interest or any conflict of interest exists.

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*If there are any sub headings in the body text, sub-categorize them accordingly under the heading in which they fall. For example:

1. Heading

1.1. Sub-heading

Reference

[All references should be cited in the article in a consecutive order. List here all the references in numbered order of citation in the text. List all authors if less than six. If more than six authors, list the first six followed by “et.al.”]

[General style of reference is:]

[Surname First Name Middle Name, Surname First Name Middle Name. Title of article. Journal short name. Year; Volume (Number): Full inclusive page numbers.]