

## THE MALAYSIAN JOURNAL OF VETERINARY RESEARCH SUBMISSION CHECKLIST

Please check the following points before approving the file for the manuscript. Manuscript that does not conform will be returned for correction and resubmission.

<b>MANUSCRIPT TITLE:</b>		
<b>1. MANUSCRIPT FORMAT AND STRUCTURE</b>	<b>Yes</b>	<b>No</b>
i. Format of document in Microsoft Word (MS Word)	<input type="checkbox"/>	<input type="checkbox"/>
ii. Size of font/text used: Arial 11, 1.5 spacing	<input type="checkbox"/>	<input type="checkbox"/>
iii. Title page includes title, author(s), affiliation(s) and e-mail of corresponding author.	<input type="checkbox"/>	<input type="checkbox"/>
iv. Abstract is clear and concise in one paragraph. - Full paper, 200 – 250 words - Short communication/case report – up to 200 words	<input type="checkbox"/>	<input type="checkbox"/>
v. Manuscript is subdivided into the following sequence of sections:		
i. Title page	<input type="checkbox"/>	<input type="checkbox"/>
ii. Abstract	<input type="checkbox"/>	<input type="checkbox"/>
iii. Keywords	<input type="checkbox"/>	<input type="checkbox"/>
iv. Introduction	<input type="checkbox"/>	<input type="checkbox"/>
v. Materials and methods	<input type="checkbox"/>	<input type="checkbox"/>
vi. Results and discussion (separately or combined)	<input type="checkbox"/>	<input type="checkbox"/>
vii. Conclusion	<input type="checkbox"/>	<input type="checkbox"/>
viii. Funding (if any)	<input type="checkbox"/>	<input type="checkbox"/>
ix. References	<input type="checkbox"/>	<input type="checkbox"/>
x. Acknowledgement	<input type="checkbox"/>	<input type="checkbox"/>
xi. Photographs (if any)	<input type="checkbox"/>	<input type="checkbox"/>
<b>2. MANUSCRIPT CONTENT</b>		
i. <b>Title page</b> - Specific, accurate & concise description - <b>less than 15 words</b>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

<p><b>ii. Abstract</b></p> <p>- Contains summary of the following (without the use of references);</p> <ul style="list-style-type: none"> <li>• Background</li> <li>• Objective(s)</li> <li>• Key materials and methods</li> <li>• Results - key findings &amp; its significance</li> <li>• Conclusions</li> </ul> <p>All information found in abstract can be found in the body of the paper.</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p><b>iii. Keywords - (5 words maximum and separated by commas)</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>iv. Introduction</b></p> <ul style="list-style-type: none"> <li>• Background - General background &amp; what others have done with proper citations.</li> <li>• Clear research questions or problem statement.</li> <li>• Objective(s) of the study stated</li> <li>• Use relevant references (references are relevant to the aim of the study)</li> <li>• Use current references are preferred (10 years back)</li> <li>• 10 -15% of total manuscript length</li> <li>• Justify merit of publication</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p><b>v. Materials and methods</b> (choose whichever relevant)</p> <p><u>Appropriate study design</u></p> <ul style="list-style-type: none"> <li>• Blinding/randomisation</li> <li>• Experimental animals (species, sex, weight) <ul style="list-style-type: none"> <li>- IACUC approval when appropriate</li> </ul> </li> <li>• Appropriate control groups – negative and positive control stated</li> <li>• Housing and husbandry described</li> <li>• Adequate sample size</li> </ul> <p><u>Sampling/data collection</u></p> <ul style="list-style-type: none"> <li>• Where sampling was conducted (include map, and coordinates if possible)</li> <li>• Sample collection – time of collection (morning, early morning?)</li> <li>• How were samples transferred to the lab (e.g. blood sample, in cold box, etc.)</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<p><u>Sample Analysis</u></p> <ul style="list-style-type: none"> <li>• Techniques of analysis specified - How? When? Where? Why?</li> <li>• Appropriate equipment used (e.g. model)</li> </ul> <p><u>Statistical method</u></p> <ul style="list-style-type: none"> <li>• Details of statistical method and software used</li> <li>• Appropriate statistical method</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<p><b>vi. Results and discussion (separate or combine)</b></p> <p><u>Result</u></p> <ul style="list-style-type: none"> <li>• Results are presented in logical order, using tables and figures as necessary.</li> <li>• Data described in text consistent with data in tables/ figures</li> <li>• Sufficient data presented</li> </ul> <p><u>Discussion</u></p> <ul style="list-style-type: none"> <li>• Interpretation consistent with data/result</li> <li>• Results (including tables and figures) are explained/ discussed logically</li> <li>• Comparison of the findings to other relevant previous and current works <ul style="list-style-type: none"> <li>- Statement of agreement (conformance....) and explaining the reason(s) for agreement</li> <li>- Statement of disagreement (discordance, dispute...) and explaining the reason(s) for disagreement</li> </ul> </li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p><b>vii. Conclusion</b></p> <ul style="list-style-type: none"> <li>• Conclusion appropriate to result and answer the objective</li> <li>• Suggestion for future work/recommendation. Limitation (if any)</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<p><b>viii. Funding (if any)</b></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>ix. References</b></p> <ul style="list-style-type: none"> <li>• Key references included</li> <li>• Citations up to date, referencing the latest work on the topic</li> <li>• References too old (more than 10 years except for retrospective study) should be avoided.</li> <li>• Biased/excessive citations (citations that are not needed but are included).</li> <li>• List of reference are written using the APA style and are listed in alphabetical order.</li> <li>• The references mentioned in the reference list cited in the</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

text, and vice versa.		
<b>x. Acknowledgement</b> (acknowledgments are briefed with essential credits, without title(s) of the person(s))	<input type="checkbox"/>	<input type="checkbox"/>
<b>xi. Tables and figures</b> (if any) with appropriate legends		
<ul style="list-style-type: none"> <li>• Tables and figures are compiled in line with text, with consecutive numbering and proper title <b>in an editable format</b>. Tables are printed in black and white.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Photographs are compiled on separate sheets and numbered consecutively with proper title/description and referred to in the text.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3. LANGUAGE AND OVERALL FLOW</b>		
<ul style="list-style-type: none"> <li>• Poor organisation</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Spell-checked and grammar-checked have been performed (no syntax and spelling error)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Clearly and concisely written in English</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4. COVER LETTER</b>		
<ul style="list-style-type: none"> <li>• Declaration that the manuscript has not been published</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Disclosure any potential conflict of interest</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Consent letter from respective institution if works done is written by authors from outside organisation.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

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