

Guidelines for Authors

General Information

The **Journal of Nepal Hydrogeological Association (JNHA)** is the annual publication of the Nepal Hydrogeological Association. This peer-reviewed journal is dedicated to disseminating original research across a broad spectrum of topics within hydrogeology, groundwater studies, hydrology, and glaciology. Additionally, it welcomes contributions from related fields such as engineering, environmental science, climate change, natural hazards, geotechnical engineering, remote sensing, natural resources, laws, and regulations connected to water issues. Research not related to water in any form will not be considered for publication.

The journal places a special emphasis on research centered on the Himalayan region but also welcomes studies from other parts of the world. It aims to publish scholarly articles that are based on extensive fieldwork, experimental results, theoretical analysis, numerical modeling, and innovative ideas.

Key guidelines for submissions include:

- Manuscripts should not exceed 20 printed pages, inclusive of figures and tables.
- All submissions undergo a rigorous review process.
- Authors may suggest three potential reviewers, providing their names and email addresses to assist the editato the Journal of Nepal Hydrogeological Association (JNHA), authors affirm that the work is original, has not been published elsewhere in any form, and is not under consideration by another publication. Authors must also agree to transfer copyright to the Nepal Hydrogeological Association upon acceptance.

Correspondence and manuscript submissions should be directed to:

Editor-in-Chief: Nepal Hydrogeological Association (For duration: 2024-2026 address to Dr. Kabi Raj Paudyal, Central Department of Geology, Phone: +977-9851036129, Personal Email: paudyalkabi1976@gmail.com). Formal Email: editorial@nha.org.np and **Website:** <http://www.nha.org.np>.

Manuscript Preparation

Authors are required to submit an electronic copy of their manuscripts, formatted according to journal specifications, in 'MS Word' on A4 size paper (297 x 210 mm). Manuscripts should be written in clear and concise English, avoiding complex sentences and unnecessary jargon.

Organization of Manuscript:

1. **Title:** It should be formatted in 14-point Times New Roman (TNR) type. Only capitalize the initial letters of words that are necessary, such as proper nouns or acronyms. Avoid capitalizing the first letter of each word unless required by standard conventions. Ensure that the title accurately reflects the content and focus of your research work.
2. **Author Names and Affiliations:** Following the title, list the full names and affiliations of all authors in 12-point Times New Roman (TNR) type. For multiple authors, provide the affiliation for each author, which should include the full address and country. Indicate the corresponding author and email address.
3. **Abstract:** The abstract should be preceded by the heading "ABSTRACT" in all caps. The abstract itself should be less than 300 words, formatted in 12-point Times New Roman (TNR) type, center aligned. It should provide a concise and objective summary of the paper, presenting the information and results clearly and briefly. Include the overall scope of the research, emphasize new information, and state the main conclusions drawn from the study. Citation of literature in the abstract is discouraged.
4. **Keywords:** Include fewer than seven keywords, each starting with an initial capital letter and bold. These keywords should effectively represent the main topics and themes of your paper.
5. **Introduction:** The Introduction should be preceded by the heading "INTRODUCTION" in all caps, bold and left aligned. Provide background information, location and state the objectives of the research. Study of relevant literatures, previous works, research gaps or research questions or justification of the study can be included in this section.
6. **Methodology:** Detail the methods and procedures used in the study. (Heading: TNR, 12, all caps, Bold, Left aligned)
7. **Main Body:** Include data, results, and interpretations. (Heading: TNR, 12, all caps, Bold, left aligned) (Subheading: TNR, 12, Bold, left aligned)
8. **Discussions:** Analyze and discuss the findings. (Heading: TNR, 12, all caps, Bold, Left aligned)
9. **Conclusions:** Summarize the main points and findings of the research. (Heading: TNR, 12, all caps, Bold, Left

aligned)

10. **Acknowledgments:** Recognize contributions and funding sources. (Heading: TNR, 12, all caps, Bold, Left aligned)
11. **References:** List all references cited in the manuscript. (Heading: TNR, 12, all caps, Bold, Left aligned)

Illustrations

All figures (drawings, photographs, charts, etc.) and tables must be submitted as high-quality JPG images with a resolution of 300 dpi. Ensure that figures and tables are prepared in print-ready form. Figures should be clear, page-size-friendly, and utilize distinct lines, font sizes (8 to 10-point), and patterns (either black and white or color). Place type labels or scales directly on the photographs rather than on a separate overlay or in the caption. Use graphic scales instead of verbal scales on illustrations.

Tables should use 8 to 10-point Times New Roman (TNR) plain type. Use only three border lines: one above the heading, one below the heading, and one at the bottom of the table. The overall size of the table should be compatible with the journal's page size, fitting at one of the various stops (quarter, half, or full page). A4 is the standard size of the journal layout.

Style

Authors are responsible for ensuring that their manuscripts use approved geological and other scientific terminology correctly and are free of grammar and spelling errors. Consistency in capitalization, spelling, abbreviations, and dates must be checked thoroughly. Figure and table captions should be formatted in 10-point Times New Roman (TNR) bold type. Examples are as follows: **Fig. 1: Drainage map of the study area/ Table 1: Analysis of water chemistry.**

Acknowledgment

In the acknowledgment section, authors should mention any grant support, organizations, and individuals who have significantly contributed to the research.

References

Ensure that every reference cited in the main body of the manuscript is also included in the reference list, and vice versa. All references mentioned in the text, figures, captions, and tables must be listed in the reference section. Consistency and accuracy in citations are essential to maintain the

integrity of the manuscript.

In-Text Citations

- **Single Author:** Use the author's surname and the year of publication, e.g., (Sharma, 2020) or Pradhan (2021).
- **Two Authors:** Include both authors' surnames and the year of publication, e.g., Paudyal and Paudel (2013) or (Paudyal and Paudel, 2013).
- **Three or More Authors:** Use the first author's surname followed by "et al." and the year of publication, e.g., (Carosi et al., 2015) or Carosi et al. (2015).

References:

The journal follows the Harvard author–date referencing system. Authors must ensure accuracy, consistency, and completeness of all references. References by the same author, published in the same year should be distinguished using suffixes: 2020a, 2020b, 2020c Only works cited in the text should appear in the reference list, and all entries must be arranged alphabetically by author surname. Examples:

Journal Articles

Author, A. (1998) 'Title of paper', *Full Name of Journal*, 31(2), pp. 200–215.

Author, B., Author, C. and Author, D. (1990) 'Title of paper', *Full Name of Journal*, 35, pp. 33–46.

Books

Author, A. (1999) *Title of book*. Place of publication: Name of Publisher, 303 p.

Book Chapters

Author, A. (1999) 'Title of contribution', in Editor, A. (ed.) *Title of book*. Place of publication: Name of Publisher, p. 200.

Author, A. and Author, B. (1990) 'Title of contribution', in Editor, A. and Editor, B. (eds.) *Title of book*. Place of publication: Name of Publisher, p. 150.

Conference Papers

Author(s) surname, Initial(s). (Year) 'Title of paper', *Conference Name*, Location, Date, pp. xx–xx.

Theses and Dissertations

Author surname, Initial(s). (Year) *Title of thesis*. Type of thesis, Institution.

Reports

Author/Organization (Year) *Title of report*. Place of publication: Publisher/Institution.

Web Sources

Author/Organization (Year) *Title of webpage*. Available at: URL (Accessed: Day Month Year).

Cover Photographs: High-quality photographs (TIFF file on min 400 resolution) related to the submitted manuscript is welcome for use on the cover page. However, it is not compulsory to use the cover photos.

Publication time: Currently the time between initial submission and publication of regular articles is about 1 year. Articles accepted for publication are generally published in order of submission. Exceptions can be made for papers of high scientific significance. The schedule of publication is 1st week of September. However, the first volume may be shifted for some month due to the processes of ISSN number, and other official processes.

Reprints: PDF files of published articles will be provided free of cost to authors.

If any queries, contact the editorial board at editorial@nha.org.np