

# AJHSE: COVER LETTER

**COVER LETTER FORMAT:** Your cover letter should take the first page of your Manuscript

**Title/Full Names**  
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The Chief Editor,  
African Journal of Health, Safety and Environment (AJHSE)  
eISSN: 2695-1819 | pISSN: 2695-2386

Dear Editor,

Please find enclosed a manuscript titled: "**Title**" which I am submitting for exclusive consideration for publication as an article in **African Journal of Health, Safety and Environment (AJHSE)**. I am sending this manuscript for review as it [i.e Article relevance]:

- State clearly the reason why your study is important and relevant to the journal's readership or field
- State clearly the *questions your research answers*
- State clearly the *methods* used.
- State clearly the *major* experimental results and overall findings.
- State clearly the *most important* conclusions that can be drawn from your research.
- A statement that the manuscript has not been published and is not under consideration for publication in any other journal
- Also, a statement that all authors approved the manuscript and its submission to the journal.
- Any other details that will encourage the editor to send your manuscript for review.

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Thank you for your consideration of my work. Please address all correspondence concerning this manuscript to me and feel free to correspond with me by e-mail and phone.

Best regards,  
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## African Journal of Health, Safety and Environment (AJHSE.org)

### STEPS TO MANUSCRIPT GENERAL FORMATTING

Before you start preparing your manuscript, kindly make these settings to your Microsoft word document. This will be applied to all pages:

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### **AJHSE Manuscript Word Count:**

#### **1. Total Article Word Count:**

Your entire article including its Abstract, Introduction, Main body of the article, Conclusion and Reference List:

- a. **MUST NOT** exceed **Four Thousand (4,000) Words** for Research Articles
- b. **MUST NOT** exceed **Five Thousand (5,000) Words** for Review Articles

#### **2. Title Word Count:**

Your Article Title **MUST NOT** exceed **Twenty (20) Words**.

#### **3. Abstract Word Count:**

Your Abstract alone **MUST NOT** exceed **Two Hundred and Fifty (250) Words**.

# AJHSE MANUSCRIPT: FORMAT

## **MANUSCRIPT FORMAT:**

The African Journal of Health, Safety and Environment (AJHSE) is a multidisciplinary platform for the dissemination of accurate, authoritative and timely information of research, review, case studies and short communications on scientific issues which borders on the health, safety and environment of the biological systems of our planet for professionals across the globe in print and online versions. The African Journal of Health, Safety and Environment (AJHSE) wishes to invite researchers, scholars, scientists and professionals, in all areas of human health, global safety and environmental sustainability to submit their original research and review articles for its peer review, quarterly, open access publication.

Submission of paper to AJHSE implies that it is not being considered elsewhere for publication and the author(s) agree to transfer copyright of the article solely to the publisher to facilitate the widest possible dissemination. African Journal of Health, Safety and Environment (AJHSE) has the right to reject any submission of manuscripts that fail to meet its style and form.

*(Case: sentence; font-size: 12; Align: left; Line-spacing: 1.5)*

The Manuscript should start with covering letter and main body should be arranged in the following order;

- Title
- Abstract
- Keywords
- Introduction
- Materials and Methods
- Results and Discussion
- Conclusion
- Acknowledgements
- Conflict of Interest
- References

## TITLE

*(Article Title = Case: uppercase; font-size: 16; Align: Center; Line-spacing: 1 face: bold; Word count: 20)*

**\*<sup>1</sup>Edo S. S., <sup>2</sup>Esan N.C. and <sup>3</sup>Afamai, R. W.**

*(Authors = Case: sentence; font-size: 14; Align: Center; Line-spacing: 1; face: bold;)*

<sup>1</sup>Department of Microbiology, University of Nigeria, Nsukka, Enugu State, Nigeria.

<sup>2</sup>Department of Mathematics, University of Benin, Benin City, Edo State, Nigeria.

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*(Authors Details = Case: sentence; font-size: 9; Align: Left; Line-spacing: 1.5)*

## ABSTRACT

An abstract, should not more than 250 words and should precede the introduction. No citation of references in this section. Generally, unfamiliar abbreviations or symbols should not be used, if necessary they should be clearly defined in the abstract, at first use.

### Keywords:

Provided immediately after the abstract and should be 5 - 6 keywords. Use of unfamiliar abbreviations or symbols should be avoided.

### Abbreviations

Unfamiliar abbreviations should be listed and full form of each abbreviation should be given in parentheses at first use in the text.

## SECTION HEADINGS *(Section Title= font size: 12; Case: Uppercase; Align: Left)*

Authors may use this Microsoft (MS) Word template by employing the relevant styles from the Styles and Formatting list (which is accessed from the Format menu). Care must be exercised in using the styles to obtain the desired format. Authors are strongly encouraged to follow the principles of sound technical writing, as found in Ref. 1, for example. In addition, good English usage is essential. Authors whose native language is not English language may seek the help of a colleague whose English skills are more advanced or use professional English language editing service. Authors should proofread their papers carefully prior to submission. Manuscripts that do not meet acceptable English standards or lack clarity may be rejected.

## INTRODUCTION

Provide a concise background of the subject, its significance and its relationship to earlier works, with references

**NOTE:** Aim and Objectives, Purpose of Research, Research Justification and Hypothesis should not be separated but presented under the Introduction Section.

## **MATERIALS AND METHODS**

Give adequate information anyone can follow to repeat your experiment. Already published methods should be mentioned with references. Significant modifications of published methods and new methods should be described in detail. Capitalize trade names and include the manufacturer's name and address. Subheading should be used. If the work done involved the use of human subjects, primates or the release of genetically modified organisms into the environment, it should be stated if clearance from the appropriate authority was obtained. The Editor may request a copy of the clearance document or informed consent form for verification.

## **RESULTS AND DISCUSSION**

Results should be clearly described in a concise manner. Results should be illustrated with Figures or Tables where necessary, but these should be kept to the minimum. Reference should be made to display items such as Tables and Figures where appropriate.

The discussion should be embedded to provide detailed interpretation of results/data and the significance of the findings vis-à-vis existing knowledge on the subject matter. Citations should be given in support of reported findings to which current results and data are being compared.

## **CONCLUSION**

This should briefly state the major findings of the study and future directions for research on the subject matter.

## **COMPETING INTERESTS**

Authors should declare any competing interests. In case there is none, the following statement should be provided: "The authors declare that they have no competing interests"

## **ACKNOWLEDGMENT**

A brief acknowledgment section may be given after the conclusion section just before the references. The acknowledgment of funding bodies and laboratory who provided assistance for research, etc. should be listed in this section.

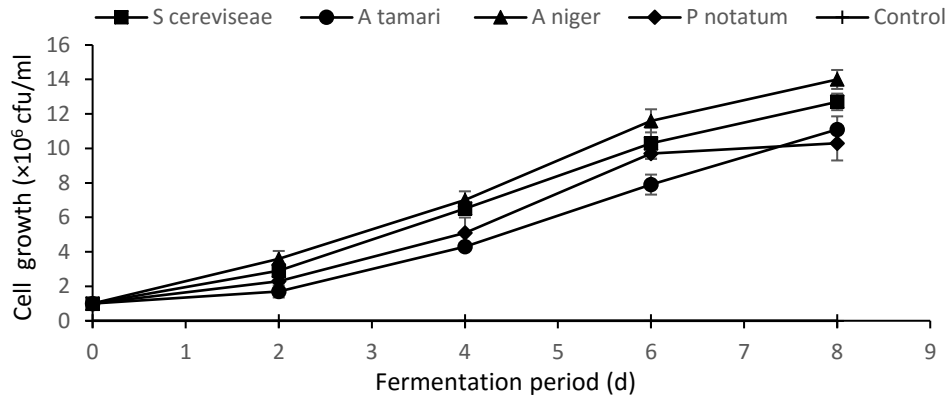
## **Tables and Figures**

Tables and Figures should be presented as per their appearance in the text. It is suggested that the discussion about the Tables and Figures should appear in the text before the appearance of the respective Tables and Figures. No Tables or Figures should be given without discussion or reference inside the text.

**Table 1:** pH values of various fruit wastes media during fermentation

Day	BWM	CWM	OWM	PWM	WWM
0	4.20 ± 0.14	6.41 ± 0.00	4.60 ± 0.00	5.40 ± 0.00	5.30 ± 0.14
2	5.15 ± 0.07	6.72 ± 0.14	5.85 ± 0.07	6.60 ± 0.00	5.75 ± 0.07
4	5.62 ± 0.07	8.35 ± 0.07	3.90 ± 0.14	3.90 ± 0.14	6.75 ± 0.07
6	5.71 ± 0.00	8.55 ± 0.07	3.30 ± 0.00	3.80 ± 0.00	5.25 ± 0.07
8	6.02 ± 0.07	8.65 ± 0.07	3.20 ± 0.00	3.55 ± 0.07	5.01 ± 0.14
10	6.35 ± 0.14	8.84 ± 0.00	3.10 ± 0.14	3.30 ± 0.00	5.05 ± 0.07

Tables should be explanatory enough to be understandable without reference to text. Double spacing should be maintained throughout the table, including table headings and footnotes. Table headings should be placed above the table. Footnotes should be placed below the Table with superscript lowercase letters. Each Table should be numbered consecutively in Arabic numerals.



**Figure 1:** Fungal growth of isolates during fermentation of POME on a time course basis

Each Figure should have a caption. The caption should be concise and typed separately, not on the Figure area. Figures should be self-explanatory. Information presented in the Figure should not be repeated in the table. All symbols and abbreviations used in the illustrations should be defined clearly. Figure legends should be given below the Figures. Each Figure should be numbered consecutively in Arabic numerals.

## REFERENCES

References should be indicated by giving (in parentheses) the author's name followed by the date of the paper or book; or with the date in parentheses, as in 'suggested by (Yuksel, 2015) or Yuksel (2015)'. Distinguish between different papers by the same author (s) in the same year by post script letters—e.g. Yuksel, 2015a, 2015b, and 2015c. In the text, use the form (Brunero *et al.*, 2015) or Brunero *et al.* (2015). where there are more than two authors, but list all authors in the references. References should be listed, as follows, in one alphabetical sequence at the end of the text.

### NOTE:

1. **Name of Journals in reference list must be spelt in full and italicized. E.g. *African Journal of Health, Safety***
2. **AJHSE will not accept purely URL Links or Webpage address as sole reference. E.g. Sun News (201 9). IGP okays independent inspection of SARS' cells. Retrieved on 1 st May, 201 9 from: <http://sunnewsonline.com/igp-okays-independent-inspection-of-sars-cells/>**
3. **All Journals must have Volume, Issue and Page Numbers specified. E.g. 4(2): 8-36.**
4. **All Books must have Edition, Page Numbers, Publisher Name and City specified. E.g. (2nd ed., pp. 205-252). New York, NY: Routledge.**
5. **At least 50% of your reference list must have either DOI or URL included for easy verification E.g. doi:10.1080/15567030802462911 or <http://ejournals.library.ualberta.ca/index.php/EBLIP/index>**

### Journal Article with DOI Number Example

#### Example - Pages Continue from Issue to Issue:

Yuksel, I. (2015). The role of renewables in meeting Turkey's energy demand. *Energy Sources Part A: Recovery, Utilization & Environmental Effects*, **31**(1): 1915-1925.  
doi:10.1080/15567030802462911.

#### Example - Pages Begin with Page 1 each Issue:

Gibson, T. M. and Kirkwood, P. E. (2014). A purchase-on-demand pilot project at the University of Arkansas, for the Proceedings of the Materials Research Society Symposiums. *Journal of Interlibrary Loan, Document Delivery, and Electronic Reserve*, **19**(1): 47-56.  
doi:10.1080/10723030802533853.

### Journal Example without DOI Example

Brunero, S., Cowan, D. and Fairbrother, G. (2015). Reducing emotional distress in nurses using cognitive behavioral therapy: A preliminary program evaluation. *Journal of Nursing Science*, **5**(2): 109-115

### **Online Journal Article Without DOI Number Example**

Ballard, S. D., March, G., and Sand, J. K. (2015). Creation of a research community in a K-12 school research and evidence-based practice. *Evidence Based Library and Information Practice*, 4(2): 8-36. Retrieved on 1 st May, 2018 from:  
<http://ejournals.library.ualberta.ca/index.php/EBLIP/index> (Note: Retrieved date must be same year in which the article was submitted for publication)

### **Full Text from Database Example**

#### **DOI Example:**

Ramchandani, P., Wiggs, L. and Stores, G. (2008). A systematic review of treatments for settling problems and night waking in young children. *British Medical Journal*. 320(1): 209-213.  
doi:10.1136/bmj.320.7229.209.

#### **No DOI Example:**

Ballard, S. D., March, G. and Sand, J. K. (2009). Creation of a research community in a K-12 school research and evidence based practice. *Evidence Based Library and Information Practice*, 4(2): 8-36.

#### **Book Format:**

Author's last name, first initial. (Date). Title of Book. Edition Chapter, Pages. City of publication: Publishing company, Total pages.

#### **Book Example**

Talty, S. (2009). *The illustrious dead: The terrifying story of how typhus killed Napoleon's greatest army*. New York, NY: Crown, 234pp.

#### **Book Chapter Example**

Mehrotra, C. M. and Wagner, L. S. (2009). Informal and formal care for older persons. In *Aging and diversity: An active learning experience* (2nd ed., pp. 205-252). New York, NY: Routledge

#### **Chapter Example from Edited Book**

Vye, C. (2007). Managing anxiety and related conditions: Solutions and effective approaches. In S. F. Smith, D. J. Duell, and B. C. Marting (Eds.), *Underpressure and overwhelmed: Coping with anxiety in college* (1 st ed., pp. 53-67). New York, NY: Praeger.