



AJHSE: COVER LETTER

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

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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.

As such, this paper should be of interest to a broad readership including those interested in: [**what kind of research, topics, techniques etc**].

Knowledgeable external reviewers for this paper might include (*optional*):

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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:

IMPACT OF IMPROPER WASTE DISPOSAL ON HUMAN HEALTH

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

***¹Yoruba A. I., ²Hausa C. I. and ³Igbo, R. C.**

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

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

ABSTRACT

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.

(Abstract= Case: sentence; font-size: 11; Align: justify; Line-spacing: 1.5; Word count: 250)

Keywords: academic papers, authors, free publication, journals, Nigeria, open access, research articles.

(Keywords= Case: sentence; font-size: 10; Align: left; Line-spacing: 1.5; At least 5 keywords; arranged alphabetically)

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

INTRODUCTION

Health, Safety and Environment Research is about finding out new knowledge that could lead to changes in quality health and safer environment. There are many types of research from studies in a scientific laboratory to those that observe in the field and through examination by researchers with different conditions or new methodologies. HSE Research is mainly concerned with preventing disease and promoting good health as humans interact with the environment constantly. Environmental health consists of preventing or controlling disease, injury, and disability related to the interactions between people and their environment. Thus, creating healthy environments can be complex and relies on continuing research to better understand the effects of exposure to environmental hazards on people's health.

NOTE: Aim and Objectives, Purpose of Research, Research Justification and Hypothesis should come under the Introduction Section as sub-sections.

SUB-SECTION HEADINGS (*Subsection Title= font size: 10; 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. To view which style is being used in any part of this document, place the cursor on the line and look in the style list.

Further Subsections (*Further subsection Title= font size: 10; Case: Sentence case; Align: Left*)

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 may wish to collaborate with a colleague whose English skills are more advanced. A spell checker can be helpful to discover misspelled words, but authors should also proofread their papers carefully prior to submission. Manuscripts that do not meet acceptable English standards or lack clarity may be rejected.

TABLES

Table III: The government integrated financial management information system can ensure accountability and transparency in government funding for better healthcare.

Responses	Frequency	Percentage
Agree	164	82
Disagree	36	18
Undecided	-	-
Total	200	100%

Source: Yoruba *et al.* (2019).

(*Tables= font size: 10; Case: Sentence; Align: Left; Tables should be in the center of the page*)

Tables are numbered in the order in which they referred to. They should appear in the document in numerical order and as close as possible to their first reference in the text. It is preferable to have tables appear at the top or bottom of the page, if possible. Table captions are handled identically to those for figures, except that they appear above the table. See Table 1 for an example.

FIGURES

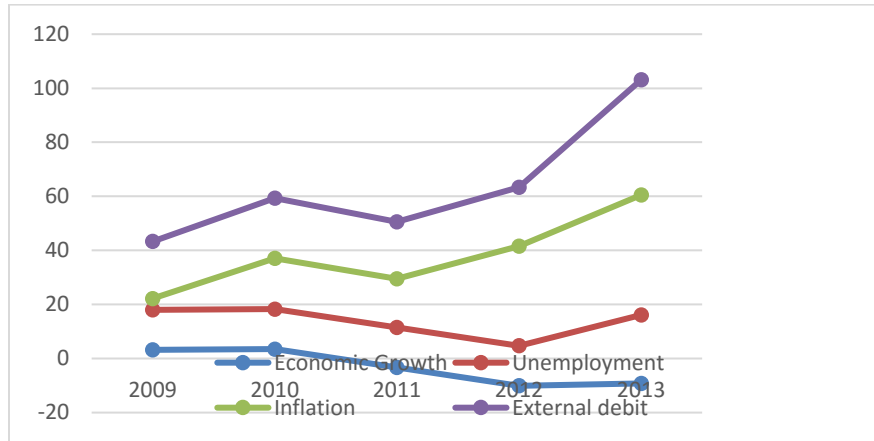


Figure 1: Economic indicators influencing public health 2009-2013
Source: Igbo *et al.* (2019).

(Figure= font size: 10; Case: Sentence; Align: Center; Figures should be in the center of the page)

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Figures, along with their captions, should be separated from the main text by 0.2 in and centered. Figure captions are centered below the figure or graph. Figure captions start with the abbreviation “Fig.” in front of the figure number, followed by a period, and the text in 10-pt font. See Fig. 1 for an example.

PARAGRAPH AND EQUATIONS

The paragraphs should be in INDENT style i.e indentation at the beginning of every new paragraph except the first paragraph after a heading (1/2 inch). A colon is inserted before an equation is presented, but there is no punctuation following the equation. All equations are numbered and referred to in the text solely by a number enclosed in a round bracket (i.e., (3) reads as "equation 3"). Ensure that any miscellaneous numbering system you use in your paper cannot be confused with a reference [4] or an equation (3) designation. Page Numbering and Foot notes are not acceptable.

$$2a = \frac{(b+1)}{3c} \quad (3)$$

NOTE: Results/Finding, Discussion, Recommendation, Limitations and Conclusion Sections **must be separate sections. No two of these sections should be merged into one.**

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)'. In the text, use the form 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 and Environment* Not *Afri. J. HSE***
2. **AJHSE will not accept purely URL Links or Webpage address as sole reference. E.g.**
Sun News (2019). IGP okays independent inspection of SARS' cells. Retrieved on 1st May, 2019 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 1st 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.

Book Example

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

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* (1st ed., pp. 53-67). New York, NY: Praeger.

