

**GAMPAHA WICKRAMARACHCHI UNIVERSITY OF INDIGENOUS MEDICINE,
SRI LANKA**

**AUTHOR GUIDELINES FOR SUBMISSION OF MANUSCRIPTS TO THE
SRI LANKA JOURNAL OF INDIGENOUS KNOWLEDGE SYSTEMS (SLJIKS)**

**1. ABOUT SRI LANKA JOURNAL OF INDIGENOUS KNOWLEDGE SYSTEMS
(SLJIKS)**

Sri Lanka Journal of Indigenous Knowledge Systems (SLJIKS) of the Gampaha Wickramarachchi University of Indigenous Medicine (GWUIM) is the official, open-access, double-blind, peer-reviewed journal of the University, published twice a year (Issue I: January–June; Issue II: July–December).

It publishes research articles, reviews, and other communications in all disciplines with special reference to indigenous knowledge systems.

Mission

“To promote excellence in scholarly publishing by disseminating high-quality, innovative and impactful research in indigenous medical sciences and related disciplines, fostering scientific inquiry, interdisciplinary collaboration and evidence-based knowledge while preserving indigenous knowledge and contributing to sustainable health care and the well-being of communities locally and globally.”

2. AIMS AND SCOPE

The Journal publishes original research articles, reviews, case reports, short communications, and correspondence within indigenous medicine and related disciplines, including but not limited to:

- Ayurveda, Siddha, Unani, and other traditional and indigenous systems of medicine
- Ethnopharmacology, ethnobotany, and traditional pharmaceutical sciences
- Clinical and community-based research on indigenous medical practice
- Integration of indigenous and conventional (allopathic) medicine, and comparative studies between systems
- Public health, epidemiology, and health systems research relevant to indigenous medicine
- Historical, cultural, sociological studies of indigenous knowledge systems and indigenous management practices
- Education, pedagogy, and professional practice in indigenous medical sciences

Submissions outside this scope may be desk-rejected by the Editor-in-Chief without proceeding to peer review.

3. TYPES OF ARTICLES ACCEPTED

- Original Research Articles – peer reviewed – 3,500 words (excluding references)
- Reviews (Systematic / Critical) – peer reviewed – 5,000 words (excluding references)
- Case Reports – peer reviewed – approximately 1,500 words (excluding references), with a non-structured abstract of up to 200 words; structured following the CARE Statement (see Section 4); patient identity must not be revealed through clinical photographs or imaging
- Letters – peer reviewed – word limit to be confirmed by the Editorial Board; authors are advised to keep these as concise as a Short Communication (see below) unless agreed otherwise with the Editor-in-Chief
- Short Communications & Correspondence – peer reviewed – 1,500 words (excluding references)
- Using Evidence in Practice / Brief Communications – not peer reviewed – approximately 1,500 words, excluding references, tables, and figures; no abstract required; should use the headings Setting, Problem, Evidence, Implementation, Outcome, and Reflection, as appropriate
- Commentaries – opinion pieces on a topic related to the Journal's discipline – approximately 1,500–3,000 words
- Letters to the Editorial Board – considered for publication only where within scope and/or relevant to a recent SLJIKS publication; no formal word limit specified
- Book Review – a review of a nationally or internationally recognized book; no formal word limit specified
- Case Series – a collection of cases with a similar exposure, intervention, or outcome, illustrating the application of an indigenous medicine approach to a specific condition; word limit as for Case Reports
- Product Review – brief, evidence-based information on a product, device, instrument, or tool useful in indigenous medical practice, research, or translation – approximately 500 words with a maximum of 2 non-text items (tables/figures)

4. REPORTING GUIDELINES AND CLINICAL TRIAL REGISTRATION

Authors are strongly encouraged to follow the relevant EQUATOR Network reporting guideline for their study design, to improve the transparency and completeness of reporting:

- Randomized controlled trials: the CONSORT Statement (www.consort-statement.org)
- Animal studies: the ARRIVE guidelines (www.nc3rs.org.uk/arrive-guidelines)
- Case reports and case series: the CARE Statement (www.care-statement.org)

Ethics Review Committee (ERC) approval is mandatory for all research involving human participants, human tissue or data, or animals – this includes not only clinical trials but also surveys, questionnaires, and other studies collecting data directly from human subjects. Authors must state the name of the approving ERC and the approval number in the cover letter and in the manuscript (Methods section). Case reports must include evidence of informed consent from the patient or guardian (see Section 3).

Registration of clinical trials with a recognized clinical trials registry (e.g., the Sri Lanka Clinical Trials Registry, or an equivalent national/WHO-recognized registry such as India's CTRI) is strongly encouraged and should be completed before enrolment of the first participant, with the registration number stated in the cover letter and manuscript where available. The Editorial Board recognizes that registration is not always readily accessible to all authors; ERC approval (above) remains the mandatory requirement, and trial registration is an additional recommended safeguard rather than a condition for review.

For studies preparing, testing, or reporting on Ayurvedic, indigenous, or herbal formulations, authors must describe the authentication of raw drugs and finished formulations used, including the voucher/herbarium specimen number(s) under which reference samples have been deposited, together with the source, botanical/mineral identification, and quality control parameters, consistent with good publication practice for traditional medicine research.

Authors are advised to use Sri Lanka Journal of Indigenous Knowledge Systems' manuscript submission format (template) when preparing submissions, to ensure all the above declarations and details are captured in the correct place; the template will be made available on the Journal website and from the Editorial Board on request.

5. WHO MAY SUBMIT

The Journal welcomes submissions from within the University community as well as from local and international scholars, researchers, and practitioners, consistent with its mission of disseminating knowledge to communities locally and globally.

- There is no restriction on author nationality, institutional affiliation, or country of residence, provided the submitted work falls within the Journal's aims and scope.
- International submissions are subject to the same peer review process, ethical requirements, and formatting standards as local submissions.
- Manuscripts submitted in Sinhala or Tamil by international authors are still required to provide an English abstract, to ensure accessibility for the Journal's international readership and indexing bodies.
- Co-authorship between GWUIM faculty/students and external (local or international) collaborators is encouraged, particularly for interdisciplinary or comparative studies.
- Where the Editor-in-Chief, a Co-editor, a Language Editor, or any other Editorial Board member is an author or co-author, that person takes no part in any editorial discussion or decision on their own manuscript; the submission is handled by another designated Board member and follows the same double-blind review process, and the author must declare their Board role as a conflict of interest at submission (see the Editorial Policy for the full safeguard).

6. LANGUAGE / MEDIUM

The Journal is trilingual. Authors are encouraged to submit high-quality papers written in English, Sinhala, or Tamil. Manuscripts submitted in Sinhala or Tamil must be accompanied by a separate abstract in English.

7. SUBMISSION DEADLINES AND PUBLICATION DATES

- Issue I (January–June): submissions close 30 November of the preceding year; published by end of June.
- Issue II (July–December): submissions close 31 May of the same year; published by end of December.

8. MANUSCRIPT REQUIREMENTS CHECKLIST

Before submitting, please confirm your manuscript includes:

- A structured abstract of maximum 300 words (Background, Objectives, Methods, Results, Conclusion) with 3–5 keywords
- Main text within the word limit for your article type (see Section 3), excluding references
- References in the latest American Psychological Association (APA, 7th edition) style
- A signed authorship declaration confirming that all listed authors meet ICMJE authorship criteria (substantial contribution to conception/design, drafting or critical revision, final approval, and accountability for the work)
- A conflict-of-interest declaration from all authors
- For all research involving human participants (including surveys and questionnaires), human tissue/data, or animals: evidence of approval from a recognized Ethics Review Committee (ERC), with the ERC name and approval number – this is mandatory, not optional; case reports must include evidence of informed consent from the patient or guardian
- For randomized controlled trials: registration with a recognized clinical trials registry where available, with the registration number and reporting following the CONSORT Statement (see Section 4)
- For Ayurvedic, indigenous, or herbal formulation studies: authentication details for raw drugs and finished formulations, including voucher/herbarium specimen numbers (see Section 4)

Manuscripts are screened for textual similarity prior to review. A similarity index above 20% (excluding references and standard methodology phrasing) will be returned to the author before proceeding to review.

9. TECHNICAL REQUIREMENTS

- Use Microsoft Word to type the manuscript on ISO A4 (210 x 297 mm), with margins of at least 25 mm (1 inch).

- Number pages consecutively, beginning with the title page, with the page number in the lower right-hand corner of each page.
- Font – English: Times New Roman, 12-point (body text). Sinhala: FM Abhaya, 12-point (body text). Tamil: Bamini, 12-point (body text).
- In manuscripts submitted in English, all non-English terms should be transliterated.
- Line spacing: double-space throughout all parts of the manuscript.

10. PREPARATION OF THE MANUSCRIPT

The text of the article should contain the title, author(s)' details, abstract, keywords, body text, and a reference list. Body text is usually (but not necessarily) divided into sections with the headings Introduction, Objectives, Methods, Results, Discussion, and Conclusions. Articles may need subheadings within some sections (especially Results and Discussion) to clarify their content.

Title

The main title should be concise but informative, beginning at the top edge of the page, centered, in Times New Roman 14-point, bold.

Author Name(s) and Affiliation(s)

Author names and affiliations should be aligned left beneath the title, in Times New Roman 12-point, bold; affiliations aligned left, italicized, and not bold. Include e-mail addresses where possible. The corresponding author should be indicated with a footnote on the first page giving their e-mail address, in Times New Roman, 10-point.

For example:

Author¹, Author² and Author³

¹Affiliation

²Affiliation

³Affiliation

Abstract

A structured abstract of not more than 300 words, under the headings Background, Objectives, Methods, Results, and Conclusions. It should state the purpose of the study, objectives, basic procedures, main findings (with specific data and statistical significance where possible), and the principal conclusions, emphasizing new and important aspects of the work.

Keywords

Below the abstract, provide 3–5 keywords or short phrases to assist indexing and cross-referencing.

Introduction

State the purpose of the article and summarize the rationale for the study or observation. Give only strictly pertinent references and do not include data or conclusions from the work being reported.

Objectives

Objectives of the study should be clearly defined.

Methods

Describe the selection of observational or experimental subjects clearly. Specify carefully what descriptors mean and how data were collected. Identify methods and procedures in sufficient detail to allow other workers to reproduce the results, with references for established or previously published methods.

Results

Present results in logical sequence in the text, tables, and illustrations. Do not repeat all the data from tables or illustrations in the text; emphasize or summarize only important observations.

Discussion

Emphasize the new and important aspects of the study. Do not repeat in detail data or other material given in the Introduction or Results. Include the implications of the findings and their limitations and relate the observations to other relevant studies.

Conclusions

State conclusions in clear, simple language. Provide a synthesis of the arguments presented to show how these converge to address the research problem and overall objectives. Future research opportunities may be indicated if not already covered in the Discussion.

Acknowledgments

List all contributors who do not meet the criteria for authorship, such as a person who provided purely technical help or writing assistance. Financial and material support should also be acknowledged.

Abbreviations and Symbols

Use only standard abbreviations. Avoid abbreviations in the title and abstract. The full term for which an abbreviation stands should precede its first use in the text, unless it is a standard unit of measurement.

Tables and Figures

All tables and figures should be cited in the text.

- Tables: place triple-line tables as close as possible to the text they refer to, aligned center. Label as “Table” with a consecutive number (e.g., Table 1, Table 2). Denote the source immediately above the table if data were extracted from elsewhere.

Example:

Table 7- 1 Performance Levels of the Library

Variables	Weight	Score*
Library Efficiency	0.24	3.239151240
Library Core People Process	0.05	3.258510115
Library Environment	0.09	2.877867013
Library User's Satisfaction	0.37	3.061115404
Library Adoptability	0.13	3.071015402
Library Capacity	0.14	3.315221338

Source: Author's' calculations

* 1 = Very Low Performance, 3 = Moderate, 5=Very High Performance

- Figures: place figures as close as possible to the text they refer to, aligned center. Label photos, graphs, charts, or diagrams as "Figure" (do not abbreviate), with the caption below the figure (Figure 1, Figure 2) and a consecutive number. Figures are preferred in grey scale/ color with clear distinction between adjacent areas and labels; please submit color diagrams/images/plates separately (.jpeg, .jpg, .png or .tiff), as these are useful for the web edition.

Example:

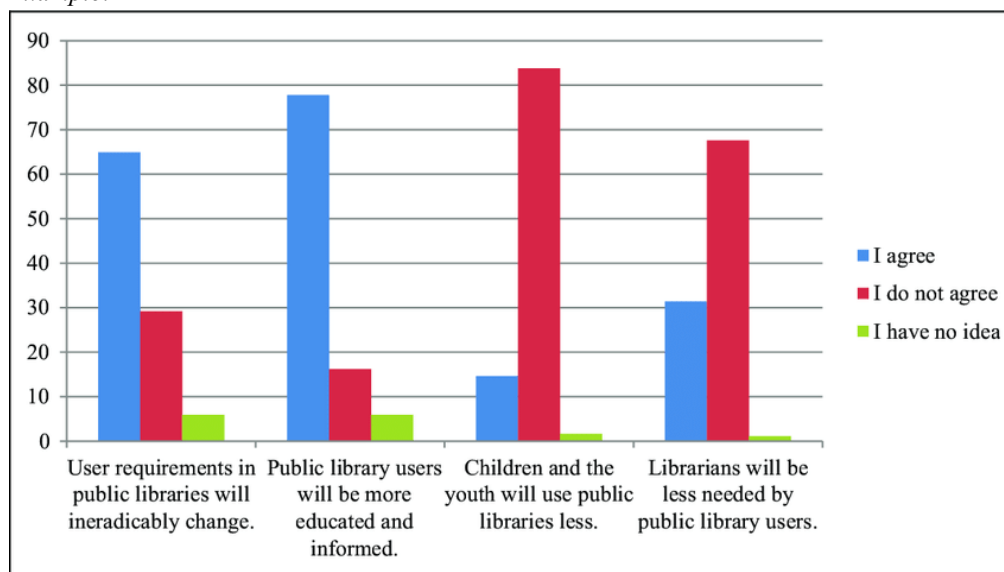


Figure 1. Public librarians' opinions about libraries' general trend of change in the future.

11. REFERENCES

Author(s) must adopt the latest American Psychological Association (APA, 7th edition) style in referencing. For guidance, please visit <https://apastyle.apa.org/>.

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Avoid citations in the abstract. The reference list should be listed in alphabetical order and then further sorted chronologically, if necessary.

All citations in the reference list must use Hanging Indent format, with the first line flush to the left margin and all other lines indented.

Example:

Fraser, C. (2017). *Prairie fires: The American dreams of Laura Ingalls Wilder*.
Metropolitan Books.

12. PEER REVIEW PROCESS

All research articles and reviews shall undergo double-blind peer review before acceptance. Author identity and affiliation are removed from the manuscript before it is sent to reviewers, and reviewer identity is not disclosed to authors.

- Each manuscript is reviewed by a minimum of two members of the Panel of Reviewers, selected by the Editor-in-Chief or a designated Co-editor based on subject expertise.
- Reviewers submit their recommendation (accept, minor revision, major revision, or reject) within 21 days of receiving the manuscript; one reminder is sent after 14 days if no response is received.
- Where two reviewers disagree, the Editor-in-Chief either makes the final decision or refers the manuscript to a third reviewer.
- Authors are given a maximum of 30 days to submit a revised manuscript with a point-by-point response to reviewer comments. Failure to resubmit within this period is treated as a withdrawal, unless an extension is agreed in advance.
- Authors may appeal a rejection in writing to the Editor-in-Chief within 14 days of notification, stating the grounds for appeal. The Editor-in-Chief, in consultation with the Editorial Board, will make a final decision, which is not subject to further appeal.
- Reviewers declare any conflict of interest (e.g., collaboration with, or supervision of, an author within the preceding three years) and recuse themselves where such a conflict exists.

Using Evidence in Practice / Brief Communications do not go through peer review (see Section 3).

13. PUBLICATION ETHICS

The Journal follows internationally recognized standards of publication ethics, consistent with the guidance of the Committee on Publication Ethics (COPE).

- Fabrication, falsification, plagiarism, and redundant or duplicate publication are grounds for rejection or, if discovered post-publication, retraction.
- Suspected ethical breaches are investigated by the Editor-in-Chief together with at least two Editorial Board members, and the author is given the opportunity to respond before any decision is made.
- Corrections to published articles are issued as a formal erratum, linked to the original article, where the error affects the scientific record but does not undermine the overall findings.

- Retraction is considered where there is clear evidence of unreliable findings, misconduct, plagiarism, or unethical research, and is published as a formal retraction notice stating the reason, without removing the original article from the archive.

14. PLAGIARISM POLICY

Authors should ensure that the work described is entirely original. If authors use the work and/or words of others, this must be cited or quoted appropriately. Plagiarism in any form is unacceptable. As noted in Section 8, manuscripts are screened for textual similarity before review, and a similarity index above 20% (excluding references and standard methodology phrasing) is returned to the author. If plagiarism or manipulation is identified at any stage, manuscripts will either not be considered for publication or, if already published, will be withdrawn from the Journal in accordance with Section 13.

15. USE OF AI AND AI-ASSISTED TECHNOLOGIES

Authors who use generative AI or AI-assisted technologies (e.g., large language models) in preparing their manuscript must disclose this use in a dedicated "Declaration of Generative AI and AI-assisted Technologies" section, placed immediately before the References. The declaration should name the tool(s) used and describe the specific purpose (e.g., language editing, literature summarization). Basic spelling/grammar checks do not require disclosure. AI tools cannot be listed as authors, and authors remain fully responsible for the accuracy, originality, and integrity of all content, including verification of any AI-generated references or data. Editors and reviewers must not upload submitted manuscripts into AI tools, as this compromises confidentiality of unpublished work.

16. COPYRIGHT, LICENSING, AND OPEN ACCESS

Authors retain copyright of their work. Upon acceptance, authors grant the Journal a non-exclusive license to publish, distribute, and archive the article in print and online.

- The Journal operates on an open-access basis; full-text articles are freely available on the Journal website without subscription or embargo.
- Articles are published under a Creative Commons Attribution (CC BY 4.0) license, or such other license as the Editorial Board may approve, permitting reuse with appropriate credit to the original authors.
- No article processing charge (APC) is levied on authors, unless otherwise decided by the Editorial Board and published in advance on the Journal website.

17. HOW TO SUBMIT

Authors should submit an electronic copy (MS Word file) of their complete article, formatted according to these guidelines, before the relevant deadline in Section 7 to the submission portal: <http://journal.gwu.ac.lk/GWJ/> along with the following separate attachments:

- The main manuscript, anonymized for review (i.e., without author names or affiliations)

- A title page containing the article title, author names, affiliations, and the corresponding author's contact details
- A signed authorship declaration, conflict-of-interest declaration, and (where applicable) ethics approval / informed consent documentation

The Convenor will acknowledge receipt within 5 working days and assign a manuscript tracking number, to be used in all further correspondence about that submission.

Authors are recommended to submit their work after completing all formatting and complying fully with these guidelines, to prevent delays in processing. Authors will be asked to revise the paper if required after review, and to send a camera-ready copy to the Editorial Board in accordance with the instructions provided.

For any inquiries or clarification please send an email to journal@gwu.ac.lk

18. AFTER ACCEPTANCE

Once a manuscript is accepted, it undergoes language and copy-editing, followed by typesetting into a galley proof. The corresponding author is given 5 working days to review the galley proof and report any errors; no substantive changes to content are permitted at this stage, only correction of typographical, formatting, or factual errors introduced during production. Failure to respond within the given period is taken as approval of the proof as issued.

19. GRIEVANCES AND COMPLAINTS

This procedure is separate from the appeal process for rejected manuscripts (Section 12), and covers complaints about the conduct of reviewers, Board members, or the editorial process generally. Complaints should be submitted in writing to the Editor-in-Chief; where the complaint concerns the Editor-in-Chief, it should be submitted to the Advisor (Vice Chancellor). All parties will be notified of the outcome in writing.

20. ISSN, DOI, AND INDEXING

The Journal will obtain an ISSN (and e-ISSN for the online edition) from the National ISSN Centre prior to publication of its first issue under the approved title, to be displayed on the title page of every issue and on the Journal website. DOI registration for the Journal and its articles will be pursued thereafter. Articles are indexed and made available via Sri Lanka Journal Online (SLJOL) at <https://sllr.sljol.info/>, in addition to the GWUIM website.

21. DISCLAIMER

Acts and opinions published in Sri Lanka Journal of Indigenous Knowledge Systems express the opinions of the respective authors. Authors are responsible for their citing of sources and the accuracy of their references and bibliographies.