

## INSTRUCTIONS FOR AUTHORS

### Manuscript submission

Authors are requested to review the submission instructions before sending their articles. It ensures a smooth review process. The journal template is readily accessible on our website. Authors should adhere to the formatting guidelines specified in the template. For convenience, we encourage authors to submit their articles through our online platform. This facilitates faster processing and tracking of submissions. Should you encounter any difficulties or have inquiries, please don't hesitate to reach out to us via email [support-icms@insuf.org](mailto:support-icms@insuf.org); [me-icms@insuf.org](mailto:me-icms@insuf.org)

We are committed to assisting you throughout the submission process. The approval of a manuscript is subject to meeting the requirements of the *Innovation of Chemistry and Materials for Sustainability* (ICMS).

Authors are requested to follow the instructions before submitting the article. The template of the journal is available in the website. Authors are advised to submit the article online. Please contact us ([support-icms@insuf.org](mailto:support-icms@insuf.org); [me-icms@insuf.org](mailto:me-icms@insuf.org)) if you find any complication.

The author details instruction is mentioned below.

### Manuscript Preparation Length and Word Count

- For a full-length article should be within 4000 words (10-12 pages, including Figures, References, Footnotes, Caption, Tables etc.)
- Short communication should be within 2500 words (4-6 pages), excluding references, footnotes, caption, tables, etc.
- The review article should be within 12000 words, including references, footnotes, caption, tables.
- Conference proceedings should be within 3000 words (6-8 pages)
- Book reviews should be within 2500 words (4-6 pages)
- Guest Editorials (by invitation only) should be within 1200 words (maximum)

Please contact us ([support-icms@insuf.org](mailto:support-icms@insuf.org)) if you need further clarification/ guidance/ support.

### Language and Style

All manuscripts must adhere to high standards of English proficiency. Papers with substandard language will be returned automatically for revision prior to review. Authors are encouraged to use either British or U.S. English consistently throughout their work. ICMS endeavors to adhere to the scientific terminology outlined by IUPAC guidelines and utilizes SI units wherever applicable. Before submitting, it falls on the author to guarantee that the scientific content is both accurate and comprehensible to the referees. Please contact us ([support-icms@insuf.org](mailto:support-icms@insuf.org)) if any doubt.

The format should be following manner:

**Title of article:** Open Sans (align to left), 16 font size and bold;

**Author's name:** Open Sans (Center text), 11 font size and normal;

**Affiliation/s:** Open Sans (Center text), 8 font size and normal;

**Abstract title** (Open Sans; align to left; 11 font size bold): **Abstract text** in Open Sans (Justify text), 8 font size and normal; Single paragraph within 200 words

**Keywords title** (Open Sans; align to left; 11 font size bold): **Keywords text** in Open Sans (align to left), 8 font size and italic; 3-5 keywords.

**Introduction title** (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

**Results and Discussion title section** (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

**Results and Discussion title sub section** (Open Sans; align to left; 8.5 font size bold; 2<sup>nd</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

**Conclusions title section** (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

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**Experimental title section** (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

**Experimental title sub section** (Open Sans; align to left; 8.5 font size bold; 2<sup>nd</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

**Supporting Information title section** (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

**Author Contribution Declaration title section** (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

**Data Availability Declaration title section** (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

**Acknowledgements title section** (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

**References title section** (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 7 font size and normal;

## Cover Letter

ICMS suggests that authors provide a cover letter along with their submitted manuscripts, as it aids editors or referees in comprehending the significance of the work. Please suggest **four potential referees** who are familiar with your work.

## Please adhere to the following order of presentation:

**Author name and affiliation:** The author(s) should comprise the full first and last names. In cases where there are multiple authors, it should be clearly stated who will handle correspondence regarding the paper, designated as the corresponding author, and denoted with a single asterisk (\*) in superscript. Additional authors and their corresponding addresses should be indicated with superscripts a, b, c, etc. The corresponding author's contact information, including email address, full postal address, telephone number, and fax number, should be provided.

Author's Name:

Open Sans (Centered text), 11 font size, normal

Affiliation/s:

Open Sans (Centered text), 8 font size, normal

**Abstract:** The abstract must succinctly encapsulate the article by outlining the addressed questions and highlighting the study's key findings. It should not function as an introduction or include references. This section should comprise a single paragraph, approximately 200 words in length, providing a pertinent overview of the work.

Abstract title:

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Abstract text:

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**Keywords:** Immediately following the abstract, include 3-5 concise keywords. It should be included 80 characters including spaces. These keywords aid in indexing the article for readers. Keywords like "keyword1, keyword2, keyword3," etc., are recommended.

Keywords title (Open Sans; align to left; 11 font size bold): Keywords text in Open Sans (align to left), 8 font size and *italic*.

**Introduction:** The article encompasses its scientific significance, historical context, relevance to other fields, and its objectives.

Introduction title (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

**Material and Methods:** The writing should contain enough detail for others to replicate the author(s)'s work.

Material and Methods title section (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

Material and Methods title sub section (Open Sans; align to left; 8.5 font size bold; 2<sup>nd</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal.

**Results and Discussion:** This section can either be integrated or maintained as distinct, and can also be subdivided further if necessary. Technical details should be avoided in this section.

Results and Discussion title section (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal;

Results and Discussion title sub section (Open Sans; align to left; 8.5 font size bold; 2<sup>nd</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal.

**Conclusion:** Compose the final statement for the article, encapsulating the paper's key conclusions succinctly.

Conclusions title section (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 8.5 font size and normal

**Acknowledgments:** Recognize the individuals, grants, funds, and other contributors who significantly influence the content of this article. Funding organizations should be identified by their full names.

It's essential to adhere to research integrity by acknowledging your funding agencies and any infrastructural or personal assistance received during manuscript preparation.

**References:** References ought to be sequentially numbered, such as 1, 2, 3, 4, and so forth. In the text, references must be indicated by consecutive superscript numbers, like (e.g., <sup>1</sup> or <sup>1,2,3</sup>). References title section (Open Sans; align to left; 11 font size bold; 1<sup>st</sup> order heading): Main text in Open Sans (Justify text), 7 font size and normal. The reference list should be arranged in the order of their initial mention in the text and formatted accordingly.

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## Tables and Figures

Tables and figures need to be integrated within the text. Each table should have a concise descriptive title positioned above it, accompanied by a clear legend, and any footnotes should be appropriately marked below. Refrain from using vertical lines. Tables and figures should be sequentially numbered as they appear in the text, labeled as Table 1, Table 2, etc., for tables, and Fig. 1, Fig. 2, etc., for figures. Figures must be fully labeled, considering potential size adjustments. Captions should be double-spaced.

If there are images, tables, photographs, diagrams, graphs, etc., in the article that have been published elsewhere (such as in books, journals, conference presentations, etc.), the author is accountable for acquiring permission from the original author, publisher, or copyright holder to reproduce the material.

## Equations

Each equation should be displayed on a separate line, with appropriate punctuation placed before and after it. All equations must be sequentially numbered, with the number of the equation placed near the right-hand margin. Avoid using bars above or below letters, and refrain from using subscripts on subscripts. Sufficient space must be allocated for marking superior and inferior letters or numbers. Overcrowded equations can result in compositional errors. When referencing equations in the text, use the following format: "Equation (5) follows from substituting Eqs. (2) and (3) into Eq. (4)."

## Nomenclature

The nomenclature ought to adhere to present American standards. Whenever feasible, writers should employ systematic designations that align with those utilized by the Chemical Abstracts Service or IUPAC.

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The process of external review commences when the editor dispatches the manuscript for evaluation. Upon receiving the reports, the editor deliberates based on the recommendations and the manuscript's revision history, then notifies the author of the decision via a decision letter.

Decisions for initial submissions are as follows:

- Manuscripts with negative or inadequately supportive reviews will be declined.
- In all other cases, including mixed reviews, the manuscript will be returned for revision with guidance for resubmission.
- Authors are required to accompany resubmissions with a cover letter summarizing revisions and addressing the editor's and/or reviewers' concerns. Resubmitted manuscripts typically undergo re-evaluation by previous reviewers and occasionally new ones.

**Revised Manuscript**

Authors are expected to submit a revised manuscript within 10 days for minor changes and within 3 weeks for major revisions. Failure to meet these deadlines will result in the manuscript being considered withdrawn, and any subsequent submissions will be treated as new contributions. Authors may request additional time from the editor if necessary.

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Corrections are issued when the accuracy of published information significantly impacts the publication record. These corrections are included in the following release under the section titled "Corrections and Addendum".

**Retractions**

Retractions occur when the primary conclusion of a paper is significantly compromised. Readers are advised to initially reach out to the original paper's authors and subsequently inform the journal, attaching any correspondence exchanged with the authors. The editor will seek feedback from reviewers. Retraction of the article may be warranted in instances of multiple submissions, plagiarism, or fraudulent data usage.

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**Year****Impact Factor****2024****XXXX (Available in 2026)**