

## Submission Guidelines for Authors

1. Please write your complete name exactly as you want it to appear in print under the article title.
2. Send the article as a Word document without any box, border, or other graphic elements. Please do not send it as a PDF file.
3. Please ensure that all article-related photographs are of high quality and sent to us as separate attachments along with your submission. Avoid inserting image files into the Word document.
4. Send no more than three or four images. Give each image a name such as Figure 1, Figure 2, and so forth, and provide a caption in the article indicating where the image should be placed. However, the final decision on the use of images rests with the editorial team.
5. Please cite the source of the images. All images should be copyright-free.
6. If you have taken photos yourself, please confirm that the relevant authority (teacher or school) has given their authorisation for its use in our publication.
7. Avoid taking close-up photos of children, and those in which their faces are visible.
8. Wherever you use an excerpt from a book or article or quote a person in your article, please mention this clearly by adding their complete names and references.
9. Before sending the article, read it at least twice for typos etc. You will make significant corrections to the article by doing this.
10. Include a brief introduction, a clear passport-type photo, your email address, complete postal address, and mobile number with your piece.
11. Please ensure that the article you are submitting is your original writing and has not been printed or simultaneously submitted to any other publication (print or online) or shared on social media.
12. Upon receiving the article, you will be informed immediately about its receipt and within 45 days, we will let you know if it has been accepted. If accepted, we will send you the editorial team's feedback, including suggestions.
13. Articles in the magazine are in three categories of 2000, 1500 and 700 words each. Before writing, please discuss the category for which you would be writing and stick to the word limit.
14. The editorial team has the right to edit the article. After necessary editing and before publication, the article will be shared with you.
15. *Pathshala* is published in Hindi, English and Kannada and you can send your article in any of these languages.
16. Whichever language you send it in, your article will be translated and published in all three languages.

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