

## Instructions to the Authors

[About the Journal](#) | [Scope of the journal](#) | [The Editorial Process](#) | [For Reviewers](#) | [Plagiarism Check Policies](#) | [Clinical trial registry](#) | [Authorship Criteria](#) | [Contribution Details](#) | [Conflicts of Interest](#) | [Interests](#) | [Submission of Manuscripts](#) | [Preparation of Manuscripts](#) | [Copies of any permission\(s\)](#) | [Types of Manuscripts](#) | [Protection of Patients' Rights](#) | [Sending a revised manuscript](#) | [Reprints and schedule](#) | [Manuscript submission](#) | [Copyrights](#) | [Checklist](#) | [Contributors' form](#)

### About the Journal



**Iranian Journal of Nursing and Midwifery Research (IJNMR)**, a publication of Isfahan University of Medical Sciences, (Print ISSN 1735 - 9066| E-ISSN 2228 - 5504), is a peer-reviewed online journal compilation of issues published. The journal's full text is available online at <http://www.ijnmrjournal.net>. The journal allows free access (Open Access) to its contents and permits authors to self-archive their articles on any OAI-compliant institutional / subject-based repository.

### Scope of the Journal



**Iranian Journal of Nursing & Midwifery Research (IJNMR)** aims to promote communication among Nursing & Midwifery researchers worldwide. This journal publishes quantitative, qualitative, and mixed research in the area of Nursing & Midwifery such as Medical-Surgical Nursing, Critical Care Nursing, Nursing Education, Nursing Management, Psychiatric Nursing, Gerontological Nursing, Community Health Nursing, Midwifery, Midwifery Education, Women's Health Care, Reproductive Health, Transcultural Nursing, Allied Health Sciences, and Nursing Informatics. It is an international journal with editorial and consulting boards from all over the world and is published bimonthly.

### The Editorial Process



A manuscript will be reviewed for possible publication with the understanding that it is being submitted to the Iranian Journal of Nursing and Midwifery Research alone at that point in time and has not been previously or simultaneously submitted, or already accepted for publication elsewhere. The journal expects that authors would authorize one of them to correspond with the Journal for all matters related to the manuscript and be duly acknowledged. On submission, editors review all submitted manuscripts initially for suitability for formal review. Manuscripts with insufficient originality, serious scientific or technical flaws particularly in the area of plagiarism, or lack of a significant message are rejected before proceeding for formal peer-review. Manuscripts that are unlikely to be of interest to the Iranian Journal of Nursing and Midwifery Research are liable to be rejected at this stage itself.

Manuscripts that are found suitable for publication in the Iranian Journal of Nursing and Midwifery Research are sent to two or more expert reviewers. During submission, the contributor is requested to provide the names of qualified reviewers who have had experience in the subject of the submitted manuscript, but this is not mandatory. The reviewers should not be affiliated with the same institutes as the contributor/s. However, the selection of reviewers is at the sole discretion of the editor. The journal follows a double-blind review process, wherein the reviewers and authors are unaware of each other's identity. Every manuscript is also assigned to an editorial team, who based on the comments from the reviewers takes a final decision on the manuscript. The comments and suggestions (acceptance/ rejection/ amendments in manuscript) received from reviewers are sent to the corresponding author. If required, the author is requested to provide a point-by-point response to reviewers' comments and submit a revised version of the manuscript. This process is repeated till reviewers accept the manuscript.

Manuscripts accepted for publication are copy edited for grammar, punctuation, print style, and format. Page proofs are sent to the corresponding author. The corresponding author is expected to return the proofs within 10 days. It may not be possible to incorporate corrections received after that period. The whole process of submission of the manuscript to the final decision and sending and receiving proofs is completed within 30 days. For the greater dissemination of knowledge and information, the journal publishes articles online as 'Ahead of Print' immediately on acceptance.

### Plagiarism



Manuscripts will be checked with the iThenticate( Detection Software). Manuscripts having less than a 15 percent rate of plagiarism will be sent to the review process. Manuscripts with a plagiarism rate of 15-30 percent will be returned back to the author for modification only once. Manuscripts more than 30 percent will be rejected immediately. In case of serious plagiarism, the journal office might write to the University/Institution regarding the condition.

### Clinical trial registry



Iranian Journal of Nursing and Midwifery Research favors registration of clinical trials and is a signatory to the Statement on publishing clinical trials in Indian biomedical journals. Iranian Journal of Nursing and Midwifery Research publishes clinical trials that have been registered with a clinical trial registry that allows free online access to the public. Registration in the following trial registers is acceptable: <http://www.ctri.in/>; <http://www.clinicaltrials.gov/>; <http://isrctn.org/>; <http://www.trialregister.nl/trialreg/index.asp>; <http://www.umin.ac.jp/ctr> and <http://www.ircct.ir>. This is applicable to clinical trials that have begun enrollment of subjects. Clinical trials that have commenced enrollment of subjects prior to June 2008 would be considered for publication in the Iranian Journal of Nursing and Midwifery Research only if they have been registered with a clinical trial registry that allows unhindered online access to the public without charging any fees.



#### Authorship Criteria

Authorship credit should be based only on substantial contributions to each of the three components mentioned below:

1. Concept and design of study or acquisition of data or analysis and interpretation of data;
2. Drafting the article or revising it critically for important intellectual content; and
3. Final approval of the version to be published.

Participation solely in the acquisition of funding or the collection of data does not justify authorship. General supervision of the research group is not sufficient for authorship. Each contributor should have the opportunity to take public responsibility for appropriate portions of the content of the manuscript. The order of naming the contributors should be based on the relative contribution of the contributor towards the study. Once submitted the order cannot be changed without the written consent of all the contributors. The journal prescribes a maximum number of authors for manuscripts depending upon the type of manuscript, and the number of authors involved (vide infra). The authors should provide a justification if the number of authors exceeds these limits.



#### Contribution Details

Contributors should provide a description of contributions made by each of them towards the manuscript. The description should be divided into the following categories, as applicable: concept, design, literature search, clinical studies, experimental studies, data acquisition, data analysis, statistical analysis, manuscript preparation, manuscript editing, and manuscript review. One or more authors should be designated as 'guarantor' of the work as a whole from inception to published article and should be designated as 'guarantor'.



#### Conflicts of Interest/ Competing Interests

All authors must disclose any and all conflicts of interest they may have with the publication of the manuscript or an institution or product that is mentioned in the manuscript and/or is important to the manuscript. Authors should also disclose conflict of interest with products that compete with those mentioned in their manuscript.



#### Submission of Manuscripts

All manuscripts must be submitted on-line through the website <http://www.journalonweb.com/ijnmr>. First time users will have to register at this site. Registration is free but mandatory. Registered authors can access the site by logging into the site using their user name and password. Authors do not have to pay for submission, processing or publication of articles. If you experience any problems, please contact the editorial office.

The submitted manuscripts that are not as per the "Instructions to Authors" would be returned to the authors for technical correction, before they undergo editorial/ peer-review. Generally, the manuscript should be submitted in two separate files:

#### [1] Title Page/First Page File/covering letter:

This file should provide

1. The type of manuscript (original article, case report, review article, Letter to editor, Images, etc.) title of the manuscript, running title, names of all authors/ contributors (with their highest academic degrees and affiliations) and name(s) of department(s) and/ or institution(s) to which the work should be credited, . All information which can reveal your identity should be here. Use text/rtf/doc files. Do not zip the files.
2. The total number of pages, total number of photographs and word counts separately for abstract and for the text (excluding the references, tables and abstract), word counts for introduction + discussion + conclusion of the article;
3. Source(s) of support in the form of grants, equipment, drugs, or all of these;
4. Acknowledgement, if any. One or more statements should specify 1) contributions that need acknowledging but do not justify authorship, such as general support by a departmental chair; 2) acknowledgment of financial and material support, which should specify the nature of the support. This should be included in the title page of the manuscript and not in the main article file.
5. If the manuscript was presented as part at a meeting, the organization, place, and exact date on which it was read. A full statement to the editor about all submissions and previous reports that have been submitted to the journal.

publication of the same or very similar work. Any such work should be referred to specifically, and referenced in the new paper. Copies of such material should be included with the submitted paper to handle the matter.

6. Registration number in case of a clinical trial and where it is registered (name of the registry and its URL)
7. Conflicts of Interest of each author/ contributor. A statement of financial or other relationships that might lead to a conflict of interest, if that information is not included in the manuscript itself or in a separate statement.
8. Criteria for inclusion in the authors'/ contributors' list
9. A statement that the manuscript has been read and approved by all the authors, that the requirements for authorship as stated earlier in this document have been met, and that each author believes in their honest work, if that information is not provided in another form (see below); and
10. The name, address, e-mail, and telephone number of the corresponding author, who is responsible for communicating with the other authors about revisions and final approval of the proofs, if that information is not provided in the manuscript itself.

[2] **Blinded Article file:** The main text of the article, beginning from Abstract till References (including tables) should be in this file. The file must not contain any mention of the authors' names or initials, acknowledgements, or acknowledgements. Page headers/running title can include the title but not the authors' names. Manuscripts not in compliance with the Journal's blinding policy will be returned to the corresponding author. Do not zip the files. **Limit the file size to 1 MB.** Do not incorporate images in the file. If file size is large, graphs can be submitted as images separately without incorporating them in the article file to reduce file size. Images should be numbered consecutively, beginning with the first page of the blinded article file.

[3] **Images:** Submit good quality color images. **Each image should be less than 2 MB in size.** Size of the image can be reduced by decreasing the actual height and width of the images (keep up to 1000 pixels). Images can be submitted as jpeg files. Do not zip the files. Legends for the figures/images should be included at the end of the article file.

#### Preparation of Manuscripts



Manuscripts must be prepared in accordance with "Uniform requirements for Manuscripts submitted to Biomedical Journals" developed by the International Committee of Medical Journal Editors (October 1997) and specific requirement of Iranian Journal of Nursing and Midwifery Research are summarized below. Before submitting a manuscript, contributors are requested to check for the latest instructions available from the website of the journal (<http://www.ijnmrjournal.net>) and from the manuscript submission site <http://www.journalonweb.com/ijnmr>.

Iranian Journal of Nursing and Midwifery Research accepts manuscripts written in American English.

#### Copies of any permission(s)



It is the responsibility of authors/ contributors to obtain permissions for reproducing any copyrighted material. A copy of the permission obtained must accompany the manuscript. Copies of any and all previous manuscripts in preparation or submitted elsewhere that are related to the manuscript must also accompany the manuscript.

#### Types of Manuscripts



##### **Original articles:**

These include randomized controlled trials, intervention studies, studies of screening and diagnostic test, outcome studies, cost effectiveness analyses, case-control series, and surveys with high response rates. Manuscripts amounting to up to 3000 words for quantitative and 3500 for qualitative and mixed methods articles (including Abstract, references and Tables) should be divided into sections with the headings Title, Abstract, Introduction, Materials and Methods, Ethical Considerations, Results, Discussion, Conclusions, Acknowledgement, Financial support and sponsorship, References, Tables and Figure legends.

**Introduction:** State the purpose and summarize the rationale for the study or observation.

**Materials and Methods:** It should include and describe the following aspects:

**Ethics:** When reporting studies on human beings, indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional or independent Ethics Committee or Review Board, obtaining informed consent from adult research participants and obtaining assent for children aged over 7 years participating in the trial. The requirements to be required could vary as per regional and/ or national guidelines. Ensure confidentiality of subjects by desisting from mentioning participants' names, initials or hospital numbers, especially in illustrative examples. For experiments on animals, indicate whether the institution's or a national research council's guide for, or any national law on the care and use of laboratory animals was followed. Evidence for approval by a local Ethics Committee (for both human as well as animal studies) must be supplied by the authors on demand. Animal experimental procedures should be as humane as possible and analgesics used should be clearly stated. The ethical standards of experiments must be in accordance with the guidelines provided by the CPCSEA and World Medical Association Declaration of Helsinki (for Human Medical Research Involving Humans for studies involving experimental animals and human beings, respectively). The journal will not consider any paper which is ethically unacceptable. A statement on ethical practices must be included in all research articles under the 'Materials and Methods' section.

**Study design:**

*Selection and Description of Participants:* Describe your selection of the observational or experimental participants (patients or laboratory animals, including controls) clearly, including eligibility and exclusion criteria, and the source population. *Technical information:* Identify the methods, apparatus (give the manufacturer's name and address in parentheses), and procedures in sufficient detail to allow other workers to replicate your work, or to established methods, including statistical methods (see below); provide references and brief descriptions for methods that have been published but are not well known; describe new or substantially modified methods, and evaluate their limitations. Identify precisely all drugs and chemicals used, including generic name(s), dose(s), and route(s) of administration.

Reports of randomized clinical trials should present information on all major study elements, including the protocol, assignment of interventions (methods of randomization, concealment of allocation to treatment groups, and of masking (blinding)), based on the CONSORT Statement (<http://www.consort-statement.org>).

**Reporting Guidelines for Specific Study Designs**

Initiative	Type of Study	Source
CONSORT	Randomized controlled trials	<a href="http://www.consort-statement.org">http://www.consort-statement.org</a>
STARD	Studies of diagnostic accuracy	<a href="http://www.consort-statement.org/stardstatement.htm">http://www.consort-statement.org/stardstatement.htm</a>
QUOROM	Systematic reviews and meta-analyses	<a href="http://www.consort-statement.org/Initiatives/MOOSE/moose.pdf">http://www.consort-statement.org/Initiatives/MOOSE/moose.pdf</a>
STROBE	Observational studies in epidemiology	<a href="http://www.strobe-statement.org">http://www.strobe-statement.org</a>
MOOSE	Meta-analyses of observational studies in epidemiology	<a href="http://www.consort-statement.org/Initiatives/MOOSE/moose.pdf">http://www.consort-statement.org/Initiatives/MOOSE/moose.pdf</a>

*Statistics:* Whenever possible quantify findings and present them with appropriate indicators of measurement error or uncertainty (such as confidence intervals). Authors should report losses to observational data (e.g., missing data in a clinical trial). When data are summarized in the Results section, specify the statistical methods used to analyze them. Avoid non-technical uses of technical terms in statistics, such as 'random' (which implies 'normal', 'significant', 'correlations', and 'sample'. Define statistical terms, abbreviations, and most symbols. Specify the computer software used. Use upper italics (*P* 0.048). For all *P* values include the decimal part, even if it is 0.001. Mean differences in continuous variables, proportions in categorical variables and relative risks including odds ratios and hazard ratios should be accompanied by their confidence intervals.

*Results:* Present your results in a logical sequence in the text, tables, and illustrations, giving the main or most important findings first. Do not repeat in the text all the data in the tables or illustrations; emphasize the most important observations. Extra- or supplementary materials and technical detail can be placed in an appendix where it will be accessible but will not interrupt the flow of the text; alternatively, it can be published as a separate article in the journal.

When data are summarized in the Results section, give numeric results not only as derivatives (for example, percentages) but also as the absolute numbers from which the derivatives were calculated, and the statistical methods used to analyze them. Restrict tables and figures to those needed to explain the argument of the paper and to assess its support. Use graphs as an alternative to tables with many entries; do not duplicate data. Scientifically appropriate, analyses of the data by variables such as age and sex should be included.

*Discussion:* Include summary of *key findings* (primary outcome measures, secondary outcome measures, results as they relate to a prior hypothesis); *Strengths and limitations* of the study (study question, study design, analysis and interpretation); *Interpretation and implications* in the context of the totality of evidence (is there a systematic review to refer to, if not, could one be reasonably done here and now?, what the evidence, effects on patient care and health policy, possible mechanisms); *Controversies* raised by this study; and *Future research directions* (for this particular research collaboration, underlying mechanisms, etc.). Do not repeat in detail data or other material given in the Introduction or the Results section. In particular, contributors should avoid making statements on economic benefits and costs unless their main purpose is an economic analysis. Avoid claiming priority and alluding to work that has not been completed. New hypotheses may be stated if needed, however they should be clearly labeled as such. About 30 references can be included. Each reference should not have more than six authors.

## Review Articles:

It is expected that these articles would be written by individuals who have done substantial work on the subject or are considered experts in the field. A short summary of the work done by the contributors should accompany the manuscript.

The prescribed word count is up to 5000 words including tables, references and abstract. The manuscript may have about 50 references. The manuscript should have a structured Abstract (250 words) of the article. The section titles would depend upon the topic reviewed. Authors submitting review article should include a section describing the methods used for locating, selecting, extracting, and synthesizing information. This section should also be summarized in the abstract.

The journal expects the contributors to give post-publication updates on the subject of review. The update should be brief, covering the advances in the field after the publication of the article and should be submitted when major development occurs in the field.

## Case reports:

New, interesting and rare cases can be reported. They should be unique, describing a great diagnostic or therapeutic challenge and providing a learning point for the readers. Cases with clinical significance are given priority. These communications could be of up to 1000 words (including Abstract, references and tables) and should have the following headings: Abstract (unstructured), Key-words, Introduction, Case Report, Discussion, Conclusion, Reference, Tables and Legends in that order.

The manuscript could be of up to 1000 words (including references and abstract) and could be supported with up to 15 references. Case Reports could be authored by up to four authors.

## Letter to the Editor:

These should be short and decisive observations. They should preferably be related to articles previously published in the Journal or views expressed in the journal. They should not be preliminary observations requiring validation. The letter could have up to 500 words and 5 references. It could be generally authored by not more than four authors.

## Other:

Editorial, Guest Editorial, Commentary and Opinion are solicited by the editorial board.

## References

References should be *numbered* consecutively in the order in which they are first mentioned in the text (not in alphabetic order). *Identify references in text*, tables, and legends by Arabic numerals in such a way as to avoid the punctuation marks. *References cited only* in tables or figure legends should be numbered in accordance with the sequence established by the first identification in the text of the particular table or figure. The titles of journals should be *abbreviated* according to the style used in Index Medicus. Use complete name of the journal for references in abstracts as references. Information from manuscripts submitted but not accepted should be cited in the text as "unpublished observations" with written permission from the source. Avoid citing a "personal communication" unless it provides essential information not available from a public source, in which case the name of the person and date of communication should be cited in parentheses in the text. The commonly cited types of references are shown here, for other types of references such as newspaper items please refer to ICMJE Guidelines (<http://www.icmje.org> or <http://www.nlm.nih.gov/bsd/unpublished.html>).

### Articles in Journals

1. Standard journal article (for up to six authors): Parija S C, Ravinder PT, Shariff M. Detection of hydatid antigen in the fluid samples from hydatid cysts by co-agglutination. *Trans. R.Soc. Trop. Med. Hyg.* 1998; 92: 1-4.
2. Standard journal article (for more than six authors): List the first six contributors followed by *et al.*

Roddy P, Goiri J, Flevaud L, Palma PP, Morote S, Lima N. *et al.*, Field Evaluation of a Rapid Immunochromatographic Assay for Detection of *Trypanosoma cruzi* Infection by Use of Whole Blood. *J. Clin. Microbiol.* 2009; 47: 123-127.

1. Volume with supplement: Otranto D, Capelli G, Genchi C: Changing distribution patterns of canine vector borne diseases in Italy: leishmaniosis vs. dirofilariosis. *Parasites & Vectors* 2009; Suppl 2: 1-10.

### Books and Other Monographs

1. Personal author(s): Parija SC. Textbook of Medical Parasitology. 3rd ed. All India Publishers and Distributors. 2008.
2. Editor(s), compiler(s) as author: Garcia LS, Filarial Nematodes In: Garcia LS (editor) Diagnostic Medical Parasitology ASM press Washington DC 2007: pp 319-356.
3. Chapter in a book: Nesheim M C. Ascariasis and human nutrition. *In* Ascariasis and its prevention and control, D. W. T. Crompton, M. C. Nesbemi, and Z. S. Pawlowski (eds.). Taylor and Francis 1997: pp 1-10.

### Electronic Sources as reference

Journal article on the Internet: Parija SC, Khairnar K. Detection of excretory *Entamoeba histolytica* DNA in the urine, and detection of *E. histolytica* DNA and lectin antigen in the liver abscess pus for the diagnosis of amoebiasis. *BMC Microbiology* 2007, 7:41.doi:10.1186/1471-2180-7-41. <http://www.biomedcentral.com/1471-2180/7/41>

**Tables**

- Tables should be self-explanatory and should not duplicate textual material.
- Tables with more than 10 columns and 25 rows are not acceptable.
- Number tables, in Arabic numerals, consecutively in the order of their first citation in the text and supply a brief title for each.
- Place explanatory matter in footnotes, not in the heading.
- Explain in footnotes all non-standard abbreviations that are used in each table.
- Obtain permission for all fully borrowed, adapted, and modified tables and provide a credit line in the footnote.
- For footnotes use the following symbols, in this sequence: \*, †, ‡, §, ||, ¶, \*\*, ††, ‡‡
- Tables with their legends should be provided at the end of the text after the references. The tables along with their number should be cited at the relevant place in the text


**Illustrations (Figures)**

- Upload the images in JPEG format. The file size should be within 1024 kb in size while uploading.
- Figures should be numbered consecutively according to the order in which they have been first cited in the text.
- Labels, numbers, and symbols should be clear and of uniform size. The lettering for figures should be large enough to be legible after reduction to fit the width of a printed column.
- Symbols, arrows, or letters used in photomicrographs should contrast with the background and should be marked neatly with transfer type or by tissue overlay and not by pen.
- Titles and detailed explanations belong in the legends for illustrations not on the illustrations themselves.
- When graphs, scatter-grams or histograms are submitted the numerical data on which they are based should also be supplied.
- The photographs and figures should be trimmed to remove all the unwanted areas.
- If photographs of individuals are used, their pictures must be accompanied by written permission to use the photograph.
- If a figure has been published elsewhere, acknowledge the original source and submit written permission from the copyright holder to reproduce the material. A credit line should appear in the legend.
- Legends for illustrations: Type or print out legends (maximum 40 words, excluding the credit line) for illustrations using double spacing, with Arabic numerals corresponding to the illustrations. When letters are used to identify parts of the illustrations, identify and explain each one in the legend. Explain the internal scale (magnification) and identify the method of staining in photomicrographs.
- Final figures for print production: Send sharp, glossy, un-mounted, color photographic prints, with height of 4 inches and width of 6 inches at the time of submitting the revised manuscript. Print color is acceptable. If digital images are the only source of images, ensure that the image has minimum resolution of 300 dpi or 1800 x 1600 pixels in TIFF format. Send the images on a CD. Each figure should have a label (use of liquid gum for pasting) on its back indicating the number of the figure, the running title, top of the figure and the legends of the figure. Do not write the contributor/s' name/s. Do not write on the front of the figure. Mark them by using paper clips.
- The Journal reserves the right to crop, rotate, reduce, or enlarge the photographs to an acceptable size.

Protection of Patients' Rights to Privacy 

Identifying information should not be published in written descriptions, photographs, sonograms, CT scans, etc., and pedigrees unless the information is essential for scientific purposes and the patient (or applicable) gives informed consent for publication. Authors should remove patients' names from figures unless they have obtained informed consent from the patients. The journal abides by ICMJE guidelines.

1. Authors, not the journals nor the publisher, need to obtain the patient consent form before the publication and have the form properly archived. The consent forms are not to be uploaded with the manuscript to the editorial or publisher offices.
2. If the manuscript contains patient images that preclude anonymity, or a description that has obvious indication to the identity of the patient, a statement about obtaining informed patient consent should be included in the manuscript.

Sending a revised manuscript 

The revised version of the manuscript should be submitted online in a manner similar to that used for submission of the manuscript for the first time. However, there is no need to submit the “First Page Cover Sheet” when submitting a revised version. When submitting a revised manuscript, contributors are requested to include, the ‘referees’ remarks along with point to point clarification at the beginning in the revised file. Use a different color to mark the changes as underlined or colored text in the article.

Reprints and proofs 

Journal provides no free printed reprints. Authors can purchase reprints, payment for which should be done at the time of submitting the proofs.

#### Publication schedule

The journal publishes articles on its website bimonthly. The precise time of article publication depends on submission, the peer review process, authors' revision, the number of articles in line for publication. The journal makes its all effort to minimize the publication time, there is no exact due time interval from submission to publication of the articles.

#### Manuscript submission, processing and publication charges

##### **Article processing charge:**

[Please click here to view IJNMR publication fee details](#)

The journal charges following fee on acceptance

Case Report, Short Communication: US \$ 250 (for overseas authors), INR 18322 (for authors from India)

Original Article, Review Article: US \$ 500 (for overseas authors), INR 36645 (for authors from India)

Please note that the journal may charge extra payments to articles based on extra words (see the table of payments).

#### Copyrights

The entire contents of the Iranian Journal of Nursing and Midwifery Research are protected under Indian and international copyrights. The Journal, however, grants to all users a free, irrevocable, worldwide license to copy, use, distribute, perform and display the work publicly and to make and distribute derivative works in any digital medium for any reasonable non-commercial purpose, subject to proper attribution and ownership of the rights. The journal also grants the right to make small numbers of printed copies for their personal non-commercial use under Creative Commons Attribution-Noncommercial-Share Alike license.

#### Checklist

##### **Covering letter**

- Previous publication / presentations mentioned
- Source of funding mentioned
- Conflicts of interest disclosed

##### **Authors**

- Last name and given name provided along with Middle name initials (where applicable)
- Author for correspondence, with the e-mail address provided
- Number of contributors restricted as per the instructions
- Identity not revealed in the paper except the title page (e.g. name of the institute in Methods, citing the previous study as 'our study', names on figure labels, name of the institute in photographs)

##### **Presentation and format**

- Double spacing
- Margins 2.5 cm from all four sides
- Page numbers included at the bottom
- Title page contains all the desired information
- Running title provided (not more than 50 characters)
- Abstract page contains the full title of the manuscript
- Abstract provided (structured abstract of 250 words for original articles, unstructured abstracts of about 150 words for all other manuscripts excluding letters to the Editor)
- Key words provided (three or more)

- Introduction of 75-100 words
- Headings in title case (not ALL CAPITALS)
- The references cited in the text should be after punctuation marks, in superscript with square bracket.
- References according to the journal's instructions, punctuation marks checked
- Send the article file without 'Track Changes'

### **Language and grammar**

- Uniformly American English
- Write the full term for each abbreviation at its first use in the title, abstract, keywords and text separately unless it is a standard unit of measure. Numerals from 1 to 10 spelt out
- Numerals at the beginning of the sentence spelt out
- Check the manuscript for spelling, grammar and punctuation errors
- If a brand name is cited, supply the manufacturer's name and address (city and state/country).
- Species names should be in italics

### **Tables and figures**

- No repetition of data in tables and graphs and in text
- Actual numbers from which graphs drawn, provided
- Figures necessary and of good quality (colour)
- Table and figure numbers in Arabic letters (not Roman)
- Labels pasted on back of the photographs (no names written)
- Figure legends provided (not more than 40 words)
- Patients' privacy maintained (if not permission taken)
- Credit note for borrowed figures/tables provided
- Write the full term for each abbreviation used in the table as a footnote

Contributors' form



[Click here to download copyright form](#)