

INSTRUCTIONS TO THE AUTHORS

Postgraduate Medical Journal of NAMS (PMJN) publishes original articles, reviews and leading articles, short notes, case reports etc. All are submitted to editorial board and peer reviewed.

Manuscripts are considered with the understanding that they have not been published previously and are not under consideration by another publication. Any attempt at dual publication will lead to automatic rejection and may prejudice acceptance of future submissions. Copies of related or possibly duplicative materials (i.e., those containing substantially similar content or using the same or similar data) that have been previously published or are under consideration elsewhere must be provided at the time of manuscript submission.

Materials relating to human investigations and animal experiments must comply with and be approved by local ethics committees. It must conform to standards currently applied in the country of origin. Written consent must be obtained from the patient, legal guardian or executor for publication of any details or photographs that might identify an individual. Evidence of such consent should be submitted along with the manuscript.

submission of the manuscript implies that if and when it is accepted for publication, the authors automatically agree to transfer the copyright to the publisher.

Requests for copies or reprint of original articles should be sent to: The Editor, Postgraduate Medical Journal of NAMS.

Manuscript Submission

All submissions must be accompanied by a cover letter and complete contact information for the corresponding author (postal/mail address, e-mail address, and telephone and fax numbers) and whether the authors have published or submitted any related papers from the same study (see Duplicate/Previous Publication or Submission on page).

All authors are required to report actual or potential conflicts of interest, including personal, political or financial interests relevant to the subject of their manuscript, in their cover letter.

Manuscript should be submitted in electronic form along with a hard copy. Please label your diskette properly, giving exact details on the same of the file(s), the operating system and software used.

After acceptance, the final printed version of your paper and the diskette should be submitted to: National Academy of Medical Sciences, Bir hospital, Kathmandu, Nepal., P.O. Box: 13606, Tel.: 4247032, Fax: 4247032, E-mail: names@healthnet.org.np

Categories of Articles

Original Articles: These articles should normally be in the format of introduction, materials (patients) and methods, result and discussion. Each manuscript should contain an abstract of no more than 200 words. Lengthy

manuscripts will be returned for shortening due to considerable pressure on editorial space in the journal. The discussions in particular should be clear and concise, and limited to matters arising directly from the results. Randomized controlled trials should be clearly identified as such in the title and abstract.

Reviews: The editorial board of PMJN encourages review of articles on topics of interest. The article data sources should be as current as possible, ideally with the search having been conducted within several months of manuscript submission. Any relevant topic will be considered but priority will be given to those addressing a major current problem.

Leading articles: These articles are 600-1000 words in length and address controversial topics of interest and should be supported by no more than ten key references. The editors retain the right to alter style and shorten material for publication.

Short notes: These are original observations presented in brief form but should follow the standard format of introduction, materials (patients) and methods, results and discussion. No abstract is required. Short notes should be not more than 500 words, maximum of live references and one table or one figure.

Case reports: These should be no more than 400 words (300 words if accompanied by a figure) one illustration and five references.

Workshop: These describe technical innovations or modifications that may be useful in medical practice. These articles

should be no more than 500 words, two figures and five references.

Manuscript Preparation

PMJN subscribes to the policy of uniform requirements for manuscripts which facilitate authors to resubmit them to journals without extensive recasting. Uniform Requirements for Manuscripts Submitted to biomedical Journals.

Authors are responsible for the accuracy of their work including all statistical calculations and drug doses. When quoting specific materials, equipment and proprietary drugs you must state in parentheses the brief name and address of the manufacturer. Generic names should normally be considered.

Manuscript Typing

Manuscripts must be typed with double spacing and 4cm margins and should be printed on one side of good quality A4 paper (21x29cm). Begin each section (title page, abstract, introduction, materials (patients) and methods, results, and discussions) on a new page. Manuscripts that do not conform to these requirements will be returned for recasting.

Title Page

The title page should contain: (1) main title and subtitle (if any); (2) authors listed in the form and order in which they are to appear in the published article; (3) institutional affiliation for each author, an a footnote on the title page; (4) sources of financial support; (5) name, address, telephone number and e-mail address of the author responsible for correspondence and to whom requests for reprints should be addressed; (6) the category in which the manuscript is being submitted (eg. Original article, review, etc); (7) the number of words in

the manuscript exclusive of the abstract, references, tables, figures and figure legends.

Abstract

Abstract should be written in no more than 200 words and should be easily understood without reference to the text. It should be presented in a structured format as follows:

Background: state why the study was done and main aim; **Method:** describe the patients, laboratory methods and other materials used; **Results:** state the main finding of the study including important numerical values; **Conclusion:** state the main conclusions. Controversial and unexpected observations may be highlighted.

Keywords

Provided no more than 6 keywords and should be listed in alphabetic order. Abbreviations should not be used in keywords.

Introduction

State the question or hypothesis to be tested and your considerations leading to the formulation of the question. Only pertinent references should be given.

Tables and Illustrations

A copy of all illustrations and tables should be submitted. Each table should be on a new page with an appropriate brief title. Line drawings are acceptable as clear black on white graphics, computer printout or photocopies. Radiographs, photomicrographs, etc should be submitted in the form of glossy prints, original transparencies or

negatives. Photocopies, if included should be of good quality to enable the editor to judge their content and value. Each illustration should be labeled on the reverse side giving its number (to correspond with its reference in the text) and the name(s) of the author(s). Indicate the top of the illustration. Give the measure of magnification of microphotographs. Explanations of symbols and shadings within the figure should appear in the legend. Survival curves should be accompanied by a table giving the actual numbers of patients involved. The legends to the illustrations and footnotes to the tables should contain brief but comprehensive explanations of all the information presented. Recent issues of the journal should be referred for examples of accepted layout. If a table or an illustration has been reproduced from a published work, the original source must be given in full. Permission to use published work must be obtained from the original author and publisher before submission.

Abbreviations

Abbreviations should not be used in the title or abstract and their use should be limited in the text. All abbreviations should be expanded at first mention in the text.

Number and Units

Systeme International (SI) units should be used except for the measurement of blood pressure (mmHg). Use a space (not a comma) after thousands and multiples thereof (eg. 10,000). Use decimal point instead of comma (eg. 6.8).

Statistics

In evaluating a manuscript the editors and referees will consider the design of the study, presentation of the data and the integration of results.

Design: Set out clearly the objectives of the study, identify the primary and secondary hypothesis as well as the chosen end-points and justify the sample size.

Presentation: Present the results in logical sequence in 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. Avoid non-technical uses of technical terms in statistics, such as "random (which implies a randomizing device)", "normal", "significant", "correlation", and "sample".

Analysis: Methods used for analysis should be clearly described. Reference should be given for the methods not commonly in use. Results of statistical tests should be reported by stating the value of the statistics, the number of degrees of freedom and the P value. Actual P values should be reported to two decimal places, especially when the result is not significant. The results of the primary analyses should be reported using confidence intervals instead of, or in addition to P values.

Interpretation: Great care should be taken in the interpretation of the results with utmost importance of the results with utmost importance on the primary analysis.

Acknowledgement

The Acknowledgement should include the names, affiliations, and specific contributions of all persons who have contributed to the work reported in the manuscript (eg, data collection, analysis, writing or editing assistance) but who do not fulfill authorship criteria. All financial and material support should be reported in the acknowledgement section of the manuscript, along with detailed information on the roles of each sponsor.

References

Authors are responsible for the accuracy and completeness of their references and for correct text citation. Number references in the order they appear in the text. In text, tables, and legends, identify references with superscript numerals. List all authors and/or editors up to 6; if more than 6, list the first 3 followed by "et al." References should conform to the style used in Index Medicus (Vancouver Style) as shown in the following examples:

1. Bannerjee D, Khair OA, Honeybourne D. Impact of sputum bacteria on airway inflammation in and health status in clinical stable COPD. *Eur Respir J* 2004; 23: 685-692.
2. Bourbon J, Henrion-Caude A, Gaultier C. Molecular basis of lung development. In: Gibson GJ, Geddes DM, Costable U, Sterk PJ, Corrin B, eds. *Respiratory Medicine*. 3rd Ed. Elsevier Science, Edinburgh/Philadelphia, 2002; pp. 64-81.

NAMS JOURNAL

Vol. 7 No. 2 ♦ July-December 2007 ♦ ISSN: 1991-7449

EDITORIAL BOARD

CHIEF EDITOR

Prof. Dr. Ashok Raj Joshi

MANAGING EDITOR

Dr. Babu Ram Paudel

SECRETARY

Mr. Mohan Shrestha

PMJN is an official publication of the National Academy of Medical Sciences and is to be published twice a year.

A Peer Reviewed Medical Journal