
INSTRUCTIONS FOR AUTHORS

Editorial scope and policy

The Journal encourages the submission of manuscripts describing primarily original investigations in the broad fields of laboratory and clinical medicine. Papers submitted by nonmembers of the Central Society for Clinical Research will be given equal consideration with those of members. Reports of purely laboratory or animal investigations should have a clear bearing on the problems of human disease.

The Journal will consider manuscripts that are primarily methodologic if the method is novel, if its development poses or answers important biologic questions, or if its description includes data applying it to a study of potential interest to our readership. Papers describing refinements of routine clinical laboratory tests are not encouraged.

The Journal publishes reviews and welcomes submission of review manuscripts. Both state-of-the-art comprehensive reviews, directed at research scientists in specific fields, and more general informative reviews, directed at the broader community of clinical investigators, are welcome. Authors of reviews should realize that the Journal is multidisciplinary and that review articles for such a journal require appropriate interpretive material. Clarity of presentation is a major criterion for acceptance.

Papers involving studies in human subjects must be accompanied by statements that the research was carried out according to the principles of the Declaration of Helsinki, that informed consent was obtained, and that the author's institutional review board has approved the study. This statement must be included in the Methods section. The Journal encourages authors to discuss the ethical concerns in research that involves significant risk to participants.

Scientific commentary about published articles may be submitted as a Letter to the Editor. These comments should be directed at confirming the results (from a different approach), extending the original report, or refuting results or the authors' interpretation. Maximum length of a letter is 500 words; maximum number of references is five. The Editor reserves the right to decide on publication of letters, shorten them, remove objectionable comments, and make other changes in accord with the Journal's style.

The publisher and editors of *The Journal of Laboratory and Clinical Medicine* subscribe to the definitions of authorship as set forth in the Uniform Requirements for Manuscripts Submitted to Biomedical Journals; accordingly, we expect each listed author to accept full responsibility for the paper. Manuscripts submitted to *The Journal of Laboratory and Clinical Medicine* are reviewed (and ultimately published) with the understanding that all potential copyright conflicts have been addressed by the author(s) and that all overlap with other publications—by the authors or by others—have been disclosed. Moreover, in the event that fraud or other irregularity is alleged

within 5 years of the appearance of a paper in the Journal, it is our expectation that the authors will at our request produce both the actual data on which the paper was based and documentation of adequate resources to have carried out the work in question.

Review and selection

All appropriate articles are reviewed by an editor and at least one outside reviewer. Potentially acceptable submissions will also be reviewed in detail by an additional referee with expertise in the specific area. Authors are encouraged to provide the Editor with a list of three to five potential reviewers. The decision to use these reviewers remains with the Editor. Final acceptance is based on originality, significance, documentation of conclusions, and form of presentation.

Manuscript preparation and organization

The original and three copies of the manuscript should be submitted. Each copy must have a complete set of tables. The original must include glossy prints or prime laser prints on high-quality paper; clear, high-quality photocopies may be substituted in the three review copies (except in the case of halftone figures, which must be glossy prints in each set). The manuscripts should be typed *double-spaced* on one side of 8 1/2 × 11 inch (21.5 × 28 cm) paper with 1- to 1 1/2-inch (25 to 37 mm) margins. (Note: Each line of the references *must* be double-spaced.)

Once a manuscript is accepted, the final version of the manuscript must be submitted on diskette along with two copies of the printout. The author accepts responsibility for the submitted diskette exactly matching the printout of the final version of the manuscript. Guidelines for submission of accepted manuscript on diskette will be sent to the author by the editorial office.

The main sections of all manuscripts should be indicated with capitalized head set flush with the left margin. The organization of review articles should be appropriate to the content of the review. The following organization is expected for manuscripts describing original investigations.

Title page. This should include the affiliations of the author(s) and the sources of support for the investigation, when appropriate. Also indicate the address of the author to whom correspondence and reprint requests should be directed; include business and fax numbers.

Abstract. An abstract of 250 words or less should orient the reader to the problem, describe the major observations, and state the principal conclusions. It should be easily understood without reference to the text.

Running head and abbreviations. Include an abbreviated title (45 characters or less) and a *list* of definitions of any abbreviations used in the manuscript. Because this is a multidisciplinary journal, abbreviations should be kept to a minimum. It is preferable to use only universally understood abbreviations. Only standard chemical or non-proprietary pharmaceutical nomenclature should be used.

Introduction. This should be organized and expressed in a way that will introduce and orient the general scientific reader to the topic.

Methods. The Methods section should include a description of the statistical methods used.

Results. These may be presented in tables or figures that should not duplicate the text. All tables and figures must be numbered in the order of their mention in the text.

Tables should be typed double-spaced on separate pages. Do not use ditto marks. Center the table number at the top of the page and the title of the table beneath it.

A reasonable number of black-and-white illustrations are permitted without extra charge to the author. As described above, a complete production set of publication-quality figures, protected in a separate envelope, must accompany the original manuscript. *Photocopies of line drawings may accompany the review copies, but for halftone illustrations, a set of original glossy prints must be provided for each manuscript copy. Where possible, illustrations should be prepared to a size no smaller than 3 × 4 inches (7.5 × 10 cm) and no larger than 5 × 7 inches (12.5 × 17.5 cm); larger prints may occasionally be appropriate if necessary to bold detail.* Consistency in size of illustrations within the article is strongly preferred. Any special instructions regarding sizing should be clearly noted. Indicate on the back of each figure the top, figure number, and name of first author. Arrangements for the use of figures requiring special handling may be made with the Editor at an additional charge.

Figures may be submitted in electronic format. All images should be at least 5 in wide. Images should be provided in EPS or TIF format on Zip disk, CD, or floppy. Macintosh or PC is acceptable. Graphics software such as Photoshop and Illustrator—not presentation software such as PowerPoint, CorelDraw, or Harvard Graphics—should be used in the creation of the art. Color images need to be CMYK, at least 300 DPI, and accompanied by a digital color proof, not a color laser print or color photocopy. Note: This proof will be used at press for color reproduction. Gray scale images should be at least 300 DPI and accompanied by a proof. Combinations of gray scale and line art should be at least 1200 DPI and accompanied by a proof. Line art (black and white or color) should be at least 1200 DPI and accompanied by a proof. Please include hardware and software information, in addition to the file names, with the disk.

Artwork used for publication will be returned to the author only if requested. Legends for figures should be typed double-spaced on a separate page. Tables and figures should be placed after the references.

Avoid duplicating previously published material. If it is necessary to use any copyrighted table, figure, or data, the figure legend or table footnote should give full credit to the original source and should state that the material is reprinted with permission.

Discussion. The discussion should set the results in context and set forth the major conclusions of the authors. Information from the Introduction or Results section should not be repeated unless necessary for clarity. The authors' speculations concerning the possible implications of the findings may be presented in this section but should be clearly separated from the direct inferences.

As the Journal and its audience are multidisciplinary, we encourage the inclusion of a short concluding paragraph, under the subheading "Speculations," which would point out and clearly denote such broader possibilities for the general readership.

Acknowledgment(s)

In addition to the customary recognition of nonauthors who have been helpful to the work described, this section must disclose any substantive conflicts of interest.

References. All references must be cited in the text. These should be numbered serially in the text and listed, in the order cited, after any personal acknowledgments. Reference format should follow the style outlined in "Uniform Requirements for Manuscripts Submitted to Biomedical Journals" (Vancouver style) (JAMA 1993;269:2282-6). Journal abbreviations should conform to the style of the Cumulated Index Medicus. If not listed in the CIM, journal titles should not be abbreviated. Authors are responsible for the accuracy of their references. **Note:** Unpublished results and personal communications do not belong in the reference list; they should be cited parenthetically in the text.

EXAMPLES (if six or fewer authors, list all; if seven or more, list first six and add et al.):

Journal articles:

You CH, Lee KY, Chey WY, Menguy R. Electrogastrographic study of patients with unexplained nausea, bloating and vomiting. *Gastroenterology* 1980;79:311-4.

Books:

Langer M, Chiandussi L, Chopra IJ, Martini L, editors. *The endocrines and the liver.* London: Academic Press, 1984:9-34.

Chapters in books:

Gustafsson JA, Eneroth P, Hokfelt T, Mode A, Norstedt G. Studies on the hypothalamo-pituitary axis: a novel concept in regulation of steroid and drug metabolism. In: Langer M, Chiandussi L, Chopra IJ, Martini L, editors. *The endocrines and the liver.* London: Academic Press, 1984:9-34.

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If either the submission statement or the proper handling fee is not included, the manuscript will be retained in the Editor's office and a reminder sent to the submitting author that the manuscript cannot be processed further until the missing item is received.

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Checklist for authors

Complete this checklist before sending your manuscript.

- Letter of submission and submission statement (including required statements concerning human subjects)
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