

INSTRUCTIONS TO AUTHORS

The *Turkish Journal of Medical Sciences* is published 6 times a year by The Scientific and Technological Research Council of Turkey (TÜBİTAK). The language of the journal is English. The *Turkish Journal of Medical Sciences* invites the submission of Original Articles based on clinical and laboratory studies, brief reports (for the presentation of new concepts), Review Articles including up-to-date published material (by invitation only), Original Case Reports, Letters to the Editor and News and Announcements of congresses and meetings concerning all aspects of medicine and related health sciences. Manuscripts should be prepared as described in the following instructions and submitted through our on-line system: <http://journals.tubitak.gov.tr/medical/index.php>

Other correspondence should be sent to:

medsci@tubitak.gov.tr

or

Turkish Journal of Medical Sciences

TÜBİTAK Akademik Yayınlar Müdürlüğü

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Submission of manuscripts

Manuscripts should not exceed 20 double-spaced typed pages, including figures, tables, and reference list (*references are to be limited to 30 for original articles, 10 for case reports and 5 for letters to the editor*). Authors are also advised to keep a copy of their papers for reference. As it is the responsibility of all authors to agree on the content of their paper before submission, all manuscripts must be signed by each author.

The *Turkish Journal of Medical Sciences* regrets it will have to decline consideration of any article that does not conform to the *Uniform Requirements for Manuscripts Submitted to Biomedical Journals*, as reported at www.icmje.org.

Preparation of Manuscript

Papers must be written in English. Authors whose mother tongue is not English should have their papers checked for linguistic accuracy by a native English speaker.

Use double spacing throughout. Begin each of the following sections on a separate page: title page, abstract and key words, text, acknowledgements, references, tables, and captions. Number pages consecutively, beginning with the title page.

The text of observational and experimental articles should be divided into sections with the headings *Introduction, Methods, Results, and Discussion*. Long articles may need subheadings within some sections (especially the Results and Discussion sections) to clarify their content. Case reports should also have the title page, abstract and key words, introduction, case report and discussion. Other types of articles, such as reviews and editorials, are likely to require their own relevant main headings.

Title Page

The title page should contain the following: 1) the title of the article, which should be concise but informative, 2) a short running title of no more than 60 characters (including spaces), 3) full names (first, middle and last names) of each author with highest academic degrees, 4) name of department(s) and institution(s) where the work was carried out, 5) disclaimer(s), if any, 6) the full postal and e-mail address of the author responsible for correspondence regarding the manuscript, 7) the source(s) of support in the form of grants, equipment, drugs etc. or all of these.

Abstract

An informative abstract of not more than 200 words both in Turkish and English must accompany each manuscript, although articles from abroad written in English are not obliged to have Turkish abstracts or key words. The abstract must be structured and include data on the problem (background), materials and methods, results and conclusion. Only approved abbreviations should be used. It should emphasise the new and important observations or aspects of the study. Abstracts of the review articles should be a brief overview of the main points from the review.

Key Words

Up to 6 key words should be provided that might be used by researchers searching bibliographic databases for the paper. Always try to use terms from the Medical Subjects Headings list from *Index Medicus*.

Main Body of the Text

Introduction

Acquaint the readers with the problem and with the findings of others. Quote the most pertinent papers and state clearly the nature and purpose of the work.

Materials and Methods

Explain clearly yet concisely your clinical, technical or experimental procedures. Previously published papers related to methods should be cited with appropriate references.

Results

Findings must be described without comment. A concise textual description of the data presented in tables, charts and figures should also be included.

Discussion

Comment on your findings and relate them to those from other authors. Define their relevance to experimental research or clinical practice.

References

The author is responsible for the accuracy of the references. Citations in the text should be identified by numbers in brackets. The list of the references at the end of the paper should be given according to their first appearance in the text. All authors' names should be listed up to 6 authors and the first 6 for 7 and over, using journal abbreviations as listed in Index Medicus. For example:

a. Articles from journals:

Ozmen MM, Aslar AK, Besler HT, Cinel I. Does splanchnic ischemia occur during laparoscopic cholecystectomy? *Surg Endosc* 2002; 16: 468-71.

b. Books:

Ringswen MK, Bond D. *Gerontology and leadership skills for nurses*. 2nd ed. Albany (NY): Delmar Publishers; 1996.

c. Chapter in Books:

Phillips SJ, Whisnant JP. Hypertension and stroke. In: Laragh JH, Brenner BM, editors. *Hypertension: pathophysiology, diagnosis and management*. 2nd ed. New York: Raven Press; 1995. p.465-78.

d. Articles from electronic publications:

Morse SS. Factors in the emergence of infectious diseases. *Emerg Infect Dis* [serial online] 1995 Jan-Mar; 1(1): [24 Screens]. Available from: URL: <http://www.cdc.gov/ncidod/EID/eid.htm>

Figures and Tables

All illustrations (photographs, drawings, graphs, etc.), not including tables, must be labelled "Figure".

The correct position of each table and figure must be clearly indicated in the paper.

All tables and figures must have a caption and/or legend and

be numbered (e.g., Table 1, Figure 1) unless there is only one table or figure, in which case it should be labelled "Table" or "Figure". Captions must be written in sentence case (e.g., Macroscopic appearance of the tumoral mass.)

All tables and figures must be numbered consecutively and given at the end of the manuscript.

The resolution of images should not be less than 118 pixels/cm when width is set to 16 cm.

Images must be scanned at 1200 dpi resolution and submitted in jpeg or tiff format.

Graphs and diagrams must be drawn with a line weight between 0.5 and 1 point. Graphs and diagrams with a line weight less than 0.5 point and more than 1 point are not accepted. Scanned or photocopied graphs and diagrams are not accepted.

Graphs and diagrams drawn in a program other than MS Word should be pasted in a blank MS Word page and submitted separately. When figures are transferred into MS Word, they should not be converted into or exported as image file formats (jpeg, tiff, epd, pdf, etc.), but simply pasted as an editable object.

Charts must be prepared in 2 dimensions unless required by the data used. Charts unnecessarily drawn in 3 dimensions are not accepted.

Tables and figures, including caption, title, column heads, and footnotes, must not exceed 16 × 20 cm and should be no smaller than 8 cm in width. Tables must be clearly typed, each on a separate sheet, and double-spaced.

Tables may be continued on another sheet if necessary but the dimensions stated above still apply.

Copyright release form

The original copyright release form signed by all authors must be included with the manuscript submission. Submissions received without signed copyright forms cannot be sent out for review.

The use of someone else's ideas or words in their original form or slightly changed without a proper citation is considered plagiarism and will not be tolerated. Even if a citation is given, if quotation marks (" ") are not placed around words taken directly from another author's work, the author is still guilty of plagiarism.

The ethical aspects of articles are the responsibility of the writers. If the editorial board deems it necessary, the admitted articles will be reviewed by the ethical advisors of the journal. Submission of an article implies acceptance of this.