

## Manuscript Preparation: Guidelines for Authors

Journal of Sylhet Women's Medical College (JSWMC) - a bi-annual journal (January and July each year) **BMDC recognized** and printed **ISSN (2708-2857)** registered journal covering all the fields of medical science - is the official organ of the Sylhet Women's Medical College.

### **Copyright Information :**

All Manuscripts submitted to the Journal of Sylhet Women's Medical College (JSWMC) should not have been published in any form in any other publication, and become the property of the publishers. All manuscript must be accompanied by the written statement signed by all the authors.

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### **Subscription :**

The standard annual subscription rate for Specialist Taka 300/=; Trainee Doctors and students Taka 100/= only; and International rate US\$100, rates includes postage and handling

### **Preparation of Manuscript :**

Author should write in clear and concise English. Spelling should follow the Oxford English Dictionary. Three original copies of each article are required, typed on one side of bond papers of A4 size only, in double spacing, with margins in both sides and top & bottom of at least 1½ inches in MS Word documents. Please make a copy in a CD. Number all pages in sequence beginning with the title page. Submit three copies arranged as follows:

### **Title Page :**

This should written the title of the manuscript (5-6 words title), the names of all authors & their

affiliations, and at the bottom of the page, institution where the work has been carried out, and the address of the corresponding authors including Fax, Phone and E-mail.

### **Structured abstract**

Should be a factual condensation of the entire work with background/ introduction, objective, methods, results & conclusion and should be in one para, of approximately 250 words for case report and review article; approximately 350 words for original article (one a separate sheet of paper) with three keywords for indexing.

### **Text :**

Articles must consider and follow the format: introduction, material and methods, Results, Discussion and conclusion (if necessary). The matter must be written in a manner, which is easy to understand, and should be restricted to the topic discussed. Do not use vertical lines or underlining in the text. Ensure that all figures and Tables are mentioned in the text and that all references are listed in number order.

### **Materials and methods:**

Authors should mention the nomenclature, the source of material and equipment used with manufacturers in details. The procedures adopted should be explicitly stated to enable other workers to reproduce the results. The author may describe new method in sufficient detail indicating their limitation. Established methods can just be mentioned with authentic reference and significant deviations. When reporting experiment on human subjects author should follow the ethical standards on human experimentation. The drugs and chemicals used should be precisely identified indicating dosage and route of administration.

### **Results:**

Only such data that are essential for understanding the discussion should be included. Data presented in tables and figures should not be repeated in the

Text. The same data should not be presented in both tabular and graphic forms.

### **Discussion:**

The discussion should deal with the interpretation of result without repeating what already was presented under the results. Discussion should relate new finding to the known one if any and include logical deductions.

### **Acknowledgements:**

All acknowledgements including financial supports should be placed as the last element of the text before references.

### **References:**

In the text references should be numbered consecutively as superscript and should appear on top of the line after the punctuation. References should not exceed 15-20 in number.

The Journal of Sylhet Women's Medical College (JSWMC) follows the Vancouver system of references.

The full list of references at the end of the paper should include: names and initials of all authors (unless more than 6, when only the first 6 are given followed by et al); the title of the paper; the journal title abbreviated according to the style of Index Medicines; year of publication; volume number; first and last page numbers. Author should follow the style of the Journal of Sylhet Women's Medical College to cite references. Examples of references are given bellow:

### **Articles in Journals**

#### **1. Standard journal article:**

List the first six authors followed by et al. (Note: NLM now lists up through 25 authors; if there are more than 25 authors, NLM lists the first 24, then the last author, then et al.)

Vega KJ, Pina I, Krevsky B. Heart transplantation is associated with an increased risk for pancreatobiliary disease. *Ann Intern Med* 1996 Jun 1;124(11):980-3.

As an option, if a journal carries continuous pagination throughout a volume (as many medical

journals do) the month and issue number may be omitted. (Note: For consistency, this option is used throughout the examples in Uniform Requirements. NLM does not use this option.)

Vega KJ, Pina I, Krevsky B. Heart transplantation is associated with an increased risk for pancreatobiliary disease. *Ann Intern Med* 1996;124:980-3.

#### **More than six authors:**

Parkin DM, Clayton D, Black RJ, Masuyer E, Friedl HP, Ivanov E, et al. Childhood-leukaemia in Europe after Chernobyl: 5 year follow-up. *Br J Cancer* 1996;73:1006-12.

#### **2. Organization as author:**

The Cardiac Society of Australia and New Zealand. Clinical exercise stress testing. Safety and performance guidelines. *Med J Aust* 1996;164:282-4.

#### **3. No author given:**

Cancer in South Africa [editorial]. *S Afr Med J* 1994;84:15.

#### **4. Article not in English:**

(Note: NLM translates the title to English, encloses the translation in square brackets, and adds an abbreviated language designator.)Ryder TE, Haukeland EA, Solhaug JH. Bilateral infrapatellar seneruptur hos tidligere frisk kvinne. *Tidsskr Nor Laegeforen* 1996;116:41-2.

#### **5. Volume with supplement:**

Shen HM, Zhang QF. Risk assessment of nickel carcinogenicity and occupational lung cancer. *Environ Health Perspect* 1994;102 Suppl 1:275-82.

#### **6. Issue with supplement:**

Payne DK, Sullivan MD, Massie MJ. Women's psychological reactions to breast cancer. *Semin Oncol* 1996;23(1 Suppl 2):89-97.

#### **7. Volume with part:**

Ozben T, Nacitarhan S, Tuncer N. Plasma and urine sialic acid in non-insulin dependent diabetes mellitus. *Ann Clin Biochem* 1995;32(Pt 3):303-6.

**8. Issue with part:**

Poole GH, Mills SM. One hundred consecutive cases of flap lacerations of the leg in ageing patients. *N Z Med J* 1994;107(986 Pt 1):377-8.

**9. Issue with no volume:**

Turan I, Wredmark T, Fellander-Tsai L. Arthroscopic ankle arthrodesis in rheumatoid arthritis. *Clin Orthop* 1995;(320):110-4.

**10. No issue or volume:**

Browell DA, Lennard TW. Immunologic status of the cancer patient and the effects of blood transfusion on antitumor responses. *Curr Opin Gen Surg* 1993:325-33.

**11. Pagination in Roman numerals:**

Fisher GA, Sikic BI. Drug resistance in clinical oncology and hematology. Introduction. *Hematol Oncol Clin North Am* 1995 Apr;9(2):xi-xii.

**12. Type of article indicated as needed:**

Enzensberger W, Fischer PA. Metronome in Parkinson's disease [letter]. *Lancet* 1996;347:1337.

Clement J, De Bock R. Hematological complications of hantavirus nephropathy (HVN) [abstract]. *Kidney Int* 1992;42:1285.

**13. Article containing retraction:**

Garey CE, Schwarzman AL, Rise ML, Seyfried TN. Ceruloplasmin gene defect associated with epilepsy in EL mice [retraction of Garey CE, Schwarzman AL, Rise ML, Seyfried TN. In: *Nat Genet* 1994;6:426-31]. *Nat Genet* 1995;11:104.

**14. Article retracted:**

Liou GI, Wang M, Matragoon S. Precocious IRBP gene expression during mouse development [retracted in *Invest Ophthalmol Vis Sci* 1994;35:3127]. *Invest Ophthalmol Vis Sci* 1994;35:1083-8.

**15. Article with published erratum:**

Hamlin JA, Kahn AM. Herniography in symptomatic patients following inguinal hernia repair [published erratum appears in *West J Med* 1995;162:278]. *West J Med* 1995;162:28-31.

**Books and Other Monographs**

(Note: Previous Vancouver style incorrectly had a comma rather than a semicolon between the publisher and the date.)

**16. Personal author(s):**

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

**17. Compiler(s) as author:**

Norman IJ, Redfern SJ, editors. Mental health care for elderly people. New York: Churchill Livingstone; 1996.

**18. Organization as author and publisher:**

Institute of Medicine (US). Looking at the future of the Medicaid program. Washington: The Institute; 1992.

**19. Chapter in a book:**

(Note: Previous Vancouver style had a colon rather than a p before pagination.)

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.

**20. Conference proceedings:**

Kimura J, Shibasaki H, editors. Recent advances in clinical neurophysiology. Proceedings of the 10th International Congress of EMG and Clinical Neurophysiology; 1995 Oct 15-19; Kyoto, Japan. Amsterdam: Elsevier; 1996.

**21. Conference paper:**

Bengtsson S, Solheim BG. Enforcement of data protection, privacy and security in medical informatics. In: Lun KC, Degoulet P, Piemme TE, Rienhoff O, editors. MEDINFO 92. Proceedings of the 7th World Congress on

Medical Informatics; 1992 Sep 6-10; Geneva, Switzerland. Amsterdam: North-Holland; 1992. p. 1561-5.

**22. Scientific or technical report:**

Issued by funding/sponsoring agency:

Smith P, Golladay K. Payment for durable medical equipment billed during skilled nursing facility stays. Final report. Dallas (TX): Dept. of Health and Human Services (US), Office of Evaluation and Inspections; 1994 Oct. Report No.: HHSIGOEI69200860.

**Issued by performing agency:**

Field MJ, Tranquada RE, Feasley JC, editors. Health services research: work force and educational issues. Washington: National Academy Press; 1995. Contract No.: AHCPR282942008. Sponsored by the Agency for Health Care Policy and Research.

**23. Dissertation:**

Kaplan SJ. Post-hospital home health care: the elderly's access and utilization [dissertation]. St. Louis (MO): Washington Univ.; 1995.

**24. Patent:**

Larsen CE, Trip R, Johnson CR, inventors; Novoste Corporation, assignee. Methods for procedures related to the electrophysiology of the heart. US patent 5,529,067. 1995 Jun 25.

**Other Published Material**

**25. Newspaper article:**

Lee G. Hospitalizations tied to ozone pollution: study estimates 50,000 admissions annually. The Washington Post 1996 Jun 21;Sect. A:3 (col. 5).

**26. Audiovisual material:**

**27. Map:**

North Carolina. Tuberculosis rates per 100,000 population, 1990 [demographic map]. Raleigh: North Carolina Dept. of Environment, Health, and Natural Resources, Div. of Epidemiology; 1991.

**Unpublished Material**

**28. In press:**

(Note: NLM prefers "forthcoming" because not all items will be printed.)

Leshner AI. Molecular mechanisms of cocaine addiction. N Engl J Med. In press 1996.

**Electronic Material**

**29. Journal article in electronic format:**

Morse SS. Factors in the emergence of infectious diseases. Emerg Infect Dis [serial online] 1995 Jan-Mar [cited 1996 Jun 5]; 1(1):[24 screens]. Available from: URL: <http://www.cdc.gov/ncidod/EID/eid.htm>

**30. Monograph in electronic format:**

CDI, clinical dermatology illustrated [monograph on CD-ROM]. Reeves JRT, Maibach H. CMEA Multimedia Group, producers. 2nd ed. Version 2.0. San Diego: CMEA; 1995.

**31. Computer file:**

Hemodynamics III: the ups and downs of hemodynamics [computer program]. Version 2.2. Orlando (FL): Computerized Educational Systems; 1993.

For more detailed information about the Vancouver system, authors should consult Uniform requirements for manuscripts submitted to biomedical journals. International committee of Medical Journal Editors. <http://www.ijemje.org/index.html>.

**Legends:**

A descriptive legend must accompany each illustration and must define all abbreviations used therein.

**Illustrations and Graphs:**

Submit glossy black and white photographs. The cost reproduction of colour photographs will be borne entirely by the Author. Number all illustrations with Arabic numerical (1,2).

**Tables :**

These must be self-explanatory. The data must be clearly organized and should supplement and not duplicate the text. Vertical lines should not be used. Statistical analysis used must be appropriate. Confidence intervals along with exact probability values must be stated for the results.

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Article should contain full address of communication of the corresponding author including telephone number, fax and e-mail.

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- Name and address of correspondence author. Degrees and affiliations of each authors.
- Structured Abstract of 150-200 words and 3-5 key words.
- Reference, figures, and tables cited consecutively in the text.
- Three glossy print for each illustration, appropriately labeled.
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- Written statement of the undersigned author(s) certify(ies) that the article is original, is not under consideration by any other journal and has not been previously published.

**Note :** Authors are requested to strictly follow the guidelines and the checklist.

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