

Instructions for Authors

Updated April 1, 2021

1. The *Journal of St. Marianna University* publishes the following types of papers: (1) original research, (2) concise reports of original studies, (3) case reports, and (4) review articles.

Subjects of the papers are limited to medicine and its associated disciplines. The authors are requested to certify that no part of the study described has been published previously (except in the form of an abstract or its equivalent) and that the manuscript is not under consideration for publication elsewhere. The authors are requested to transfer copyright of their paper, if accepted, to St. Marianna University Society of Medical Science.

2. Investigations involving human subjects must be approved by the committee responsible for ensuring compliance with human experimentation guidelines, such as the institutional or regional ethics committee. The authors are requested to provide the approval number in their manuscript.
3. Studies involving genetic recombination must be approved by the authors' institutional or regional genetic recombination safety commission. The authors are requested to provide the approval number in their manuscript.
4. The treatment of experimental animals must be in accordance with the guidelines of the institution or academic society to which the authors belong. The authors are requested to describe their compliance in the manuscript.
5. The journal considers papers from regular members of the St. Marianna University Society of Medical Science and from Society members in nursing or an allied health field. The journal also considers submissions from non-members in medicine, nursing, or an allied health field. Submission from regular members of the Society means that at least one of the authors is a regular member of the Society. In addition, submission by a Society member must be recommended by a St. Marianna University School of Medicine professor or the Society member's supervisor.
6. Invited papers are specially commissioned by the journal's Editorial Board.

7. The journal requires authors to use the iThenticate plagiarism screening tool to determine both text overlap and manuscript originality and submit an iThenticate Report when submitting an article.
8. The Editorial Board is responsible for acceptance, rejection, the publication format, and the order of article publication. The Editorial Board can request that authors change the format, length, style, or other elements of their manuscript. Manuscripts, with the exception of invited papers, are subject to peer review by two referees.
9. If authors are asked to revise their original manuscript, the revised manuscript must be re-submitted by the deadline indicated by the Editorial Board. The revision is principally limited to the parts indicated by the reviewers.
10. The authors are responsible for the final proofreading, at which time typographical and grammatical errors can be corrected. Substantial changes to the manuscript content are not allowed.
11. For Society members, review papers of no more than 6 actual printed pages in the published journal, original papers of no more than 6 printed pages, case reports of no more than 4 printed pages, and concise reports of no more than 3 printed pages are published free of charge. For non-members, review papers of no more than 4 printed pages, original papers of no more than 4 printed pages, case reports of no more than 3 printed pages, and concise reports of no more than 2 printed pages are published free of charge. Figures may be submitted in black and white or color. The authors are responsible for the cost of additional pages.
12. When papers are accepted for publication, the authors are asked to submit a complete set of the associated tables and figures in both hard copy and electronic file form.
13. Authors are required to have their entire English manuscript checked by a native English speaker and to submit a certificate confirming that the English language in the paper has been reviewed and verified.
14. The authors are asked to submit 3 complete sets of printed articles, tables and figures along with a USB stick containing all relevant files and submission paperwork to the following address:

Editorial Office, *Journal of St. Marianna University*

Society of Medical Science

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Manuscript Preparation

1. Manuscript format

All manuscripts must be written in English, typed double-spaced with wide margins, and formatted to A4-size pages. Insert page number at the bottom (centered) and line numbers in the left margin.

2. Title page

(a) Type of manuscript

(b) Title

Capitalize the first letter of all nouns, pronouns, verbs, adjectives, and adverbs. If a word is hyphenated, the word after the hyphen should be capitalized as well. The title does not require a period at the end.

e.g.: Sucrose and a High-Fat Diet Enhance Visceral Fat Tissue Gain and Lipid Deposition in the Aorta of Spontaneously Hypertensive Hyperlipidemic Rats

(c) Authors' names

If there are more than three authors, put an “and” before the last author.

e.g.: Yoshiko Iwai¹, Junzo Hamanishi², Kenji Chamoto¹, and Tasuku Honjo³

(d) Authors' affiliations (They need to correspond to the numbers attached to the authors' names shown as above. If all authors have the same affiliation, numbers are not necessary.)

(e) Key words (no more than 5 words/phrases)

(f) Running title (no more than 40 words)

3. Abstract

All article types, original research, original concise reports, case reports, and review papers require an abstract that does not exceed 300 words.

4. Text

Original research and concise reports should be divided into the following sections: Introduction, Materials and Methods, Results, Discussion, and Conclusion (optional). For case reports, the Results section should be replaced by Case Presentation.

(Text formatting)

(a) Use Arabic numerals.

(b) Use international (SI) units.

(c) References should be cited as superscript numbers followed by a single parenthesis: “^{1, 2, 4}” or “^{1–3}”. References should be numbered consecutively in the order cited in the text.

(d) An abbreviated term should be spelled out in full, with the abbreviation shown in parentheses, at its first appearance in both the abstract and main manuscript.

5. Conflicts of Interest

All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential conflicts of interest include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Authors must disclose any interests before the References section.

All authors are requested to submit an International Committee of Medical Journal Editors (ICMJE) Form for Disclosure of Potential Conflicts of Interest. Please download the file from <http://www.icmje.org/conflicts-of-interest/>.

If there are no conflicts of interest, please state: The authors have nothing to disclose.

6. List of references

The list of references should be numbered consecutively in the order cited in the text. Journal titles should be abbreviated according to *Index Medicus*. References should be shown according to the following styles:

[Journal] Author(s)' name(s). Article title. Journal name Year published; Volume: Page numbers.

[Book] Author(s)' name(s). Book title, Edition, Publisher, Publisher's city, Year published: Page numbers.

[Chapter in a book] Author(s)' name(s). Chapter title. Editor(s)' name(s) (eds), Book title, Edition, Publisher, Publisher's city, Year published: Page numbers.

[Electric Journal] Author(s)' name(s). Article title. Journal name Year published; Volume: Article number. doi: DOI number.

[Online (Internet) document] Author(s)' name(s). Site name. URL. Retrieved on Month Day, Year.

If there are more than three authors, write the first three authors' names followed by "et al."

If a cited work is written in Japanese, write "[in Japanese]" after the name of the journal.

Examples

- 1) Sanada S, Hakuno D, Higgins LJ, et al. IL-33 and ST2 comprise a critical biomechanically induced and cardioprotective signaling system. *J Clin Invest* 2007; 117: 1538–1549.
- 2) De Gruchy GC. *Clinical haematology in medical practice*, Blackwell, Oxford, 1970: 800–850.
- 3) Nayler WG, Daly MJ. Calcium and the injured cardiac myocyte. Sperelakis N, Laragh JH (eds), *Physiology and Pathophysiology of the Heart*, 2nd ed, Kluwer Academic Publishers, Boston, 1989: 527–540.

- 4) Bach EJ, Menlo H. Management of Warfarin Therapy. *The American Journal of Medicine* 2015; 116: e6387. doi: 10.1017/S0002-9232(00)00546-2.
- 5) American Cancer Society. *Cancer Facts* 2017. <http://www.cancer.org/downloads/STT/CAF2017PW.pdf>. Retrieved on March 15, 2018.
- 6) Tanaka J, Shimada M, Egawa T. Efficacy of vaccination for children. *Jpn J Med Sci Biol* [in Japanese] 2016; 216: 1214–1226.

7. Tables

Each table should be prepared on a separate A4-size page. The title of each table should appear above the table, and details required for interpretation of the table should appear beneath the table.

8. Figures

Each figure should be prepared on a separate A4-size page. Photographs should be of high quality and clear. The figure legends should be typed and listed together on their own page at the end of the main manuscript and not on the figures themselves.

Note: Tables must be submitted in editable Word or Excel files, not as PowerPoint or PDF files, and figures must be submitted in the following acceptable graphic formats: [list the formats here, such as JPG, GIF, PSP, etc.].