International Neuurology Journal
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Instructions for Authors

Manuscripts for submission to the International Neuurology Journal should be prepared according to the following instructions. For issues not addressed in these instructions, the author is referred to the ‘Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals’ (http://www.icmje.org/recommendations/).

CHARACTERISTICS AND CATEGORIES OF MANUSCRIPTS

1. Contents and Classifications of Manuscript

International Neuurology Journal (INJ) is the official journal of the Korean Continence Society, Korean Society of Urological Research, Korean Children’s Continence and Enuresis Society and the Korea Association of Urogenital Tract Infection and Inflammation, being published quarterly on the last day of March, June, September, and December. Its official abbreviation is ‘Int Neurourol J.’ It publishes original articles, case reports, and review articles covering investigation of causes, diagnoses, and treatments associated with basic and clinical medicine about nervous system and pelvic organ, such as urinary tract dysfunction, bowel dysfunction, nursing in this field. Only articles that are scientifically identified and theoretically, originally developed as the results of new, significant, and recent studying on the medical information and knowledge associated with the above-mentioned fields and that were conducted ethically and complied with policies of management of the Korean Continence Society can be published in this Journal.

The types of manuscripts include original articles, case reports, review articles, editorials, letters, book review and articles invited by the Editorial Board. Int Neurourol J contains 9 sections: Basic Research, Benign Prostate Hyperplasia, Lower Urinary Tract Symptoms, Female Urology, Sexual Function, Pelvic Floor Function and Rehabilitation, Urinary Incontinence, Nursing, Voiding Dysfunction and Urinary and Fecal Continence.

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2. Author Contributions

Authors are required to make clear of their contribution to their manuscript in cover letter. To be listed as an author one should have contributed substantially to all 4 categories established by the International Committee of Medical Journal Editors (ICMJE): (1) conception and design, or acquisition, or analysis and interpretation of data; (2) drafting the article or revising it critically for important intellectual content; and (3) final approval of the version to be published; and (4) agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved. The ICMJE further states that acquisition of funding, the collection of data, or general supervision of the research group, by themselves, do not justify authorship. Individuals who have contributed substantially to some but not all of the three categories, or in other areas, should be listed in Acknowledgments. In principle, we do not allow the addition of authors or the changes of the first or the corresponding author after our initial decision to accept the manuscript for publication. Written causes of changing should be submitted when the authors of a manuscript is changed, approval of the Editorial board is needed when the first author or corresponding author is changed, and approval of the Chief Editor is needed when other authors is changed before acceptance of the submitted manuscript. If an author wishes to be removed from the byline, he or she should submit a signed letter indicating his or her wish to be deleted from the list of authors. The change in the order in the byline requires a letter from all authors indicating agreement with the same.

3. Language

This Journal will accept manuscripts written in English only. English medical terms are based on International Continence Society (ICS) terminology, the recent edition as the report of Standardization Subcommittee of the ICS. Other terms are based on English-Korean Korean-English Medical Terminology, published by the Korean Medical Association.

REGULATIONS ON ETHICS

The Journal adheres to the ethical guidelines for research and publication described in Good Publication Practice Guidelines for Medical Journals (http://kamje.or.kr/publishing_ethics.html) and Guidelines on Good Publication (http://www.publicationethics.org/resources/guidelines).

1. Registration of Clinical Trial Research

Any research that deals with a clinical trial should be registered with a primary national clinical trial registration site such as https://cris.nih.go.kr/cris/index.jsp, or other sites accredited by WHO or the International Committee of Medical Journal Editors.

2. Disclosure of Conflict of Interest

Conflict-of-Interest Statement

A conflict of interest may exist when an author (or the author’s institution or employer) has financial or personal relationships or affiliations that could bias the author’s decisions of the manuscript. Authors are expected to provide detailed information about all relevant financial interests and relationships or financial conflicts, particularly those pres-
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**Funding/Support and Role of Sponsor**

All financial and material support for the research and work will be requested to be clearly and completely identified as part of the submission process (Cover Letter). The specific role of the funding organization or sponsor in each of the following should be specified: “design and conduct of the study; collection, management, analysis, and interpretation of the data; and preparation, review, or approval of the manuscript.” The corresponding author is responsible for acknowledging this on the authorship form at the time of submission.

**3. Examination on Ethics**

Personal information with which a patient’s identity can be established cannot be published with any forms including texts, photos, and pedigrees. When personal information of patients is critical as scientific data, it should be stated clearly that the purpose of the study and mental and physical damages that can be done during the participation to the study were sufficiently explained for and written contents were submitted by the participants or their caregivers. In a report of an experiment for human subjects, it should be stated that the study was performed according to the Helsinki Declaration (https://www.wma.net/policies-post/wma-declaration-of-helsinki-ethical-principles-for-medical-research-involving-human-subjects/) and approved by the Research Ethics Committee (REC) or the Institutional Review Board (IRB) of the institution where the experiment was performed. A written informed consent should be obtained from all subjects. The data for explanation such as photos should not include names, English initials, and hospital numbers of patients. In cases of animal experiments, it should be stated clearly that the processes complied with regulations of institutions or national research committee related to breeding and using laboratory animals or the NIH Guide for the Care and Use of Laboratory Animals (https://grants.nih.gov/grants/olaw/Guide-for-the-Care-and-use-of-laboratory-animals.pdf). If necessary, it can be required to submit written consents and approvals of ethics committee.

**4. Originality and Duplicate Publication**

Manuscripts that have been already published elsewhere or in this journal should not be published. When a similar article has been already elsewhere or in this journal, its copy should be submitted with the relevant manuscript. The Editorial Board of the INJ will decide whether the relevant manuscript is duplicately published and examine whether it can be published in this Journal. The Editorial Board of INJ strictly prohibits the following malpractices associated with publication. If one of the malpractices is prominently detected in a paper, the paper will be forcefully retracted by the committee.

The followings are:

- Fabrication: Behavior dishonestly creating some records, being not in existence.
- Falsification: Behaviors selectively modifying some data from a study or distortedly explaining uncertain things resulted from a statistical analysis of the study.
- Plagiarism: Behaviors making a fraudulent use of others’ idea, method, results, and sentence etc. without an appropriate permission from them.

INJ will follow the guidelines by the Committee on Publication Ethics (COPE, http://publicationethics.org) for settlement of any misconduct.

INJ uses iThenticate (plagiarism screening tool) as a Similarity Check (https://www.crossref.org/services/similarity-check/) to detect instances of overlapping and similar text in submitting manuscripts. The Editorial Board of the INJ will immediately reject a submitting manuscript which has a high similarity index to other papers in the Similarity Check.

**MANUSCRIPTS PREPARATION**

**1. Review Article**

Review article shall be limited to an invited review article, which, by the Editorial Board, was selected as a significant theme from areas relevant to neurologic field and whose authors were selected and referred on the basis of articles published in this or other journals. The submitted manuscript should be decided to be published via reviewing of the Editorial Board. The length of the manuscript should not exceed 3,500 words except for the cover, tables, figures, and references. The works in the references should not exceed 100.

**2. Original Article**

The manuscript for original articles should be organized in the following order: (1) title page, (2) abstract and keywords, (3) introduction, (4) materials (or subjects) and methods, (5) results, (6) discussion, (7) acknowledgements (if necessary), (8) references, (9) tables, (10) figures and photos, and (11) legends.

The manuscript should be provided in MS Word file (doc), double spaced on 212 × 297 mm (A4 size) with 2.5-cm margins at the top, bottom, and left margin.

The length of the manuscript should not exceed 3,000 words except for the cover, tables, figures, and references. No more than 35 references can be cited. All manuscript pages are to be numbered consecutively, beginning with the abstract as page 1. Neither the authors’ names nor their affiliations should appear on the manuscript pages. The use of ac-
onyms and abbreviations is discouraged and should be kept to a minimum. When used, they are to be defined where first used, followed by the acronym or abbreviation in parentheses. Abbreviations are not allowed in the title. The names and locations (city, state, nation) of manufacturers of equipment and non-generic drugs should be given. When quoting from other sources, give a reference number in bracket after the author's name or at the end of the quotation.

3. Case Report
Case report shall cope with states of diseases that has not been reported or has rarely seen, and those that had been already reported but are distinctly different from the previous reports can be published in this Journal. The manuscript should not exceed 1,500 words except for the cover, tables, figures, and references with 10 or less reference works. Its abstract, unlike those for original articles, shall have only one paragraph within 150 words. Its cover should include the phrase "Case Report", and its title cannot include “… case” or “A case of.” Case report should be organized in the following order: (1) title page, (2) abstract and keywords, (3) introduction (without a title saying 'introduction'), (4) case report(s), (5) discussion, (6) acknowledgements (if necessary), (7) references, (8) tables, (9) figures and photos, and (10) legends.

The page numbers in the manuscript should be counted from the title page and be written in the center of the bottom of each page. The keywords are in accordance with those for original articles. Its introduction shall briefly describe general backgrounds and significances related to the relevant case, without using a title “Introduction.” Its discussion shall focus on what the case report emphasizes, and the conclusion shall be summarized at the end part without establishing separate part for conclusion.

4. Book Review
These are solicited by the Editor, will go through the peer review process, and will cover recently published books in the field of Urology.

5. Editorials
Solicited by the Editor and should not be submitted without prior invitation. Editorials are invited perspectives on an area of neurologic science, dealing with fields of research, current medical interests, fresh insights and debates.

GENERAL GUIDELINES FOR MANUSCRIPTS

1. Title Page
The title page should include the article title, name(s) of author(s), and institutional affiliations in English, and corresponding author and other footnotes. The author(s) should type the original and running title (less than 40 characters) in the title page directly. For authors with different affiliations, place an Arabic number as a superscript after each author's last name and before the name of the corresponding affiliation. The corresponding author should present the name, affiliation, address, zip code, and contact details (such as Tel, Fax, and E-mail).

2. Abstract and Keywords
The abstract should be brief descriptions of the manuscript, containing 300 words. The abstract should be a structured one which includes purpose, methods, results, and conclusions. A list of keywords, with a maximum of five items, should be included at the end of the abstract. The selection of keywords should be based on Medical Subject Head-
be avoided if possible.

7. Conflict of Interest

The corresponding author of an article is asked to inform the Editor of the authors’ potential conflicts of interest possibly influencing their interpretation of data. A potential conflict of interest should be disclosed in the manuscript even when the authors are confident that their judgments have not been influenced in preparing the manuscript. Such conflicts may be financial support or private connections to pharmaceutical companies, political pressure from interest groups, or academic problems (e.g., employment/affiliation, grants or funding, consultancies, stock ownership or options, royalties, or patents filed, received, or pending).

8. Acknowledgements

When necessary, acknowledgements shall be provided for those who contributed to the studying but were insufficient to be considered authors. The acknowledgements should express appreciation for the concrete roles of the contributors in the studying (e.g., data collection, financial assistance, statistical processing, and experimental analysis), and the authors should notify them that their names will be included in the acknowledgements for their advanced consents.

9. References

Abbreviations for the literature shall be based on the Index Medicus (see http://www.ncbi.nlm.nih.gov/sites/entrez?db=journals). The works of references are provided within [ ] by the order of the citation in the text, without using the previous superscripts. First 6 authors are listed; thereafter add an ‘et al.’ after the sixth author, for a journal article written by six or fewer authors, provide the names of all the authors.

The description of the journal reference follows the below description. For more on references, refer to the “Citing Medicine: the NLM Style Guide for Authors, Editors, and Publishers (http://www.nlm.nih.gov/citingmedicine).”

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10. Tables

Tables should be written as “Table” in the text and be described briefly in English, left-aligned. All the abbreviations used should be described under the tables or figures. The first letter of the title of a table should be a capital letter, and do not use a period if the description is not a complete sentence. The table should be included one in a page as double space, written clearly and briefly. No vertical or horizontal lines are allowed to be included within a table. Title all tables and number them with Arabic numerals at the top of them, and table footnotes or description should be given markers in the order of 1.2.3.

11. Figures

Figures should be written as “Fig.” in the text. The minimum requirements for digital resolution are:
- 1,200 DPI/PPI for black and white images, such as line drawings or graphs.
- 300 DPI/PPI for picture-only photographs.
- 600 DPI/PPI for photographs containing pictures and line elements, i.e., text labels, thin lines, arrows.

12. Text Style, Numbers and Units

If foreign-language words are needed, capital and small letters should be clarified: in principal, proper nouns, place names, and names of persons should be written with capital letter as the first letter and then small letters for the rest. When translated words are insufficient in conveying meanings, the translated term will be presented with the original term within parenthesis for the first time and then the translated term only can be used. Numbers should be written with Arabic numerals. The measurements of length, height, weight, and volume shall be recorded with the metric system (meters, grams, and liters), temperature shall be recorded with centigrade, and blood pressure shall be recorded with mmHg. The hematological or clinical test measurements shall be recorded on the basis of common units or the system of the International System (SI).

SUBMISSION OF MANUSCRIPT

All the manuscripts are submitted via the electronic article submission system of the website of the INJ (http://submit.einj.org) with written consents containing all the authors’ signatures on copyright transfer. When the publication is approved by the Editorial Board after reviewing, one final version of the manuscript of the article and the file containing all the contents should be finally submitted to the Editorial Board via the Internet article submission system. The submission day of a manuscript shall be the day when the manuscript is submitted, the author(s) is finally approved, and is delivered to the Editorial Board, and the day of decision of the publication shall be the day when the manuscript is completed of its reviewing and is decided to be published.

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REVIEW OF MANUSCRIPTS

1. Editorial Board
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2. Peer Reviewing and Publication of Manuscripts
All the submitted manuscripts shall be conducted of peer review of three professionals on the basis of the regulations for article reviewing of the INJ, and be decided of its publication after reviewing of the Editorial Board. When the reviewing decisions are different each other, the selection of the relevant manuscript shall be decided after re-reviewing of the Board. A manuscript shall be considered of relinquishment of its publication when it won’t be submitted within two months of notifying the decision of the reviewing without specific reason. A selected manuscript shall be decided of its order of publication by consideration of its type and the day of deciding its publication by the Editorial Board.
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☐ Manuscript does not exceed 1,500 words for Case Report.
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☐ Generic names are used for all drugs. Trade names are avoided.
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☐ Internal review board approval of study is indicated in cover letter.
☐ References are accurate, complete and in numerical order as they appear in the text, only the first 6 authors are listed.
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