



Journal of Nepalgunj Medical College – JNGMC

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NEPALGUNJ MEDICAL COLLEGE

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Introduction

Nepalgunj Medical College Journal (JNGMC) is a biannual, peer reviewed, open access medical journal (ISSN 2362-1192 (print) 2362-1206 (online)). JNGMC is an official journal of Nepalgunj Medical College and Teaching Hospital. It is published with objectives of promoting, sharing quality medical education and also to increase the availability and accessibility of scientific and scholarly articles. This will help to improve our knowledge as well as to give better care to patients.

Hence we grant permission to read, download, copy, distribute, print, and search online to the full texts of these articles which is available at (www.ngmc.edu.np). The submission process or publication of articles at JNGMC is free of cost. The journal publishes articles in clinical care and research related to medicine and nursing.

Types of articles

Journal is published twice a year (July and December). In each issue the articles are published in following category.

- Editorials
- Original articles
- Audits
- Case reports
- Review articles
- Letters to editor

The priority and preference will be given to original articles. The type of an article will be determined by title, aim(s) and objective(s), and most importantly the content of a manuscript. We also require that the author clearly specifies the type of article. However the final decision under which category the article is published rests on the decision of editorial board. In such cases the author will be informed regarding the decision. The author will have right to withdraw the article, for which he/she has to write a letter to the editorial board with an explicit reason.

Author guidance

Authorship is a state or fact of being the writer of a book, article or document or the creator of a work of art. To qualify for authorship, the author must have substantially contributed to the intellectual content of the manuscript, eg: conception and design, acquisition and analysis of data, drafting of the manuscript, statistical analysis as well as obtaining funding.

One author should take responsibility for the integrity of the work. This is corresponding author who sends the manuscript and receives reviews. All authors should approve the final version of manuscript. Authorship of multicenter trials is attributed to a group. The group should jointly make decisions about contributors/authors before submitting the manuscript for publication. The corresponding

author will be responsible to explain the presence and order of these individuals. It is not the role of editors to make authorship decisions or to judge conflicts related to authors.

Editorial process

All the contributions are judged by the criteria of originality and scientific contents. The opinion expressed in a manuscript is the author(s) own and do not necessarily reflect the views of the editorial board or the publishers. **The author(s) will be responsible for plagiarising any article.**

The manuscript submitted will be peer reviewed and thereafter it will be reviewed by the members of the editorial board for the possible publication with the understanding that they are being submitted to JNGMC and have not been simultaneously submitted, published or already accepted for publication elsewhere. The editorial board reserves the right to refuse to publish the manuscript submitted. The author(s) will be informed about the reviewer's comments and acceptance /rejection of manuscript

Manuscripts accepted would be copy edited for grammar, punctuation, print style and format. Page proof will be sent to the corresponding author, which has to be returned within three days. Non response to proof copy may delay the publication.

Manuscript submission

Manuscript must be submitted in clear, concise English language along with the abstract. A manuscript should be sent with a forwarding letter to the editor in chief. All authors are requested to provide a

- Scan copy of a declaration and authorship letter. Please refer to our website (www.ngmc.edu.np)
- Scan copy of ethical approval certificate provided by the institution where the research work was conducted.

Authors should send the manuscript to:

Editor-in-chief

Journal of Nepalgunj Medical College

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Manuscript preparation

Following are the outlines for paper presentation and formats

- 12 size times new roman fonts with double spacing between the lines throughout.
- Pages should have margins at least 25 mm and be numbered.
- Maintain the sequence title page, abstract, key words, text, acknowledgements, references and legends.
- The Cover page should carry the title, information of any disclaimers or funding bodies and the corresponding author's full names, qualifications, affiliations, departments, email and addresses of institute affiliated (street, city, and country).
- Declaration page must be scanned and sent with signature of all authors.

Language

Uniformity in Language is required, with preference to British English. There should be no abbreviation in Abstract. Abbreviation spelt out in full for the first time. Do not use ‘&’ and ‘@’ in the text. Running title provided should be not more than 50 characters. Format the manuscript in a single column. Do not use any special typeface for emphasis.

Use of Numbers

- Numbers less than 10 spelt out.
- Numbers 10 or more should be written in numbers.
- Numbers at the beginning of the sentence spelt out.
- Numbers less than 1 begin with a zero.
- For range use “to” but not “-“

Use of Tables, Figures and Images

- Figure and Images number in Arabic letters and Tables in Roman.
- Title/legends provided in no more than 40 words
- Keep the table/figures simple and uncluttered as possible
- Use tables to present data that is detailed and that is important
- Tables with more than 10 columns and 25 rows are not acceptable and table should be in excel.
- Place explanatory marks in footnotes and use following symbols in sequence *, †, ‡, §, ||, ¶, **, ††, ‡‡
- Each table should be cited in the text.
- Photographs should be supplied in high quality glossy paper not larger than 8” x 10”.
- In case of microphotographs, and stains used and magnification should be mentioned.
- We accept electronic versions of illustrations, which should have a resolution of 300 dpi, and the dimension of 640 x 480 to 800 x 600 pixels dimension and picture format should be JPEG (*.jpg, *.jpeg) or TIFF (*.tif, *.tiff). Pictures will be published in B/W free of charge.
- For x-ray films, scans, and other diagnostic images, as well as pictures of pathology specimens or photomicrographs, send sharp, glossy, black-and-white or color photographic prints, usually 127 x 173 mm (5 x 7 inches)
- Letters, numbers, and symbols on figures should therefore be clear and consistent throughout and large enough to remain legible when the figure is reduced for publication.
- Symbols, arrows, or letters used in photomicrographs should contrast with the background.
- Photographs of potentially identifiable people must be accompanied by written permission to use the photograph.
- Figures should be numbered consecutively according to the order in which they have been cited in the text.
- If a figure has been published previously, acknowledge the original source and submit written permission from the copyright holder to reproduce the figure.

Drug names

Generic drug names should be used.

References

Authors are strictly instructed to follow Vancouver system for citing scientific literature. Authors can get a comprehensive explanation of the system with practical examples in the following link: <http://www.lib.monash.edu.au/tutorials/citing/vancouver.html>.

Superscripts must be used rather than brackets.

Guidelines on individual article types

Editorial

This is written by the editor or members of editorial board and is not open for external authors unless invited.

Original articles

It should have following headings. Title, Abstract, Key Words, Introduction, Methods, Results, Discussion, Conclusion, Limitation, Acknowledgement and References.

Title

- Type of manuscript (e.g. Original article, Case Report)
- The title of the article, which should be concise, but informative.
- Title not more than 50 characters.

Abstract

It should carry the essence of the whole paper. It has to be concise and clear. Unnecessary details should be avoided. Abstract has to be structured as: Introduction, Aims, Methods, Results and Conclusion.

- Word limits- up to 300.
- No abbreviations
- Key words below the abstract in 3-5 words in alphabetical order separated by comma
- No reference and citations in abstract

Introduction

- Word limit up to 250
- Provide the nature of the problem and its significance and state why the study was undertaken. It should contain:
- Summary of the existing knowledge of the research area

- Summary of what already has been done
- Purpose of study and what was done by you in short

Methods

Includes in detail how the study was designed, carried out and data analysed. Methods of randomization, allocation concealment and blinding of the participants and the researchers must be described. It has to be written in past tense. If any drugs or chemicals are used their generic name, dose, route of administration should be mentioned.

Mention following in order of their appearance.

- I. Study type and study design
- II. Place and duration of study
- III. Sample size and Sampling method
- IV. Methods of data collection
- V. Ethical Approval and Patient consent
- VI. Inclusion and exclusion criteria
- VII. Protocols followed (if any)
- VIII. Statistical analysis and software used

When the sample size is smaller than 40, the standard statistical methods may be inappropriate and the results will be questionable.

Results

Present your results in logical sequence in the text, tables, and illustrations, giving the main or most important findings first. Do not repeat all the data in the tables or illustrations in the text; emphasize or summarize only the most important observations. When data are summarized in the Results section, give numeric results not only as derivatives (for example, percentages) but also as the absolute numbers from which the derivatives were calculated, and specify the statistical methods used to analyze them. Restrict tables and figures to those needed to explain the argument of the paper and to assess supporting data.

Discussion

It includes discussion of the major finding(s) of the study. Others study should be quoted in relation to the finding of the present study. Literatures should be provided to support the study. Repetition of the results should be avoided. Limitations of the study should be mentioned.

Limitations of the study

Conclusion

Conclusions that follow from the findings should be clear and based on the study objectives and results. There should not be any citations and discussion about others' study.

References

Vancouver citation method to be followed. These should be numbered consecutively in the order in which they are first mentioned in the text (not in alphabetic order). Identify references in text, tables, and legends by Arabic numerals in superscript after the punctuation marks. Appropriate links of the references should be provided for the verification and authentication. When multiple references are cited together, use a hyphen to indicate a series of inclusive numbers. Use commas to indicate a series of non-inclusive numbers. A citation with these references (4, 5, 6, 7, 14, 19) is abbreviated to (4-7, 14, 19). Example: Multiple clinical trials^{4-6, 9} show... first six authors are listed thereafter add a et al. after the sixth author. The maximum limit of references is 30.

Reference to a journal article will need.

- The year when the journal was published.
- The volume number. There may be one volume or more, per year.
- Volumes may be published in several parts. Generally in the Vancouver style you can omit the part number unless each part of the journal starts numbering pages at page 1 or the reference is from a supplement.
- The page numbers of the article itself. If the article is on pages 11-15, in the Vancouver style you can abbreviate this to 11-5.

Examples:

Journals

1. Vaidya A. Complications and Management of Triplet Pregnancy. J Nepal Health Res Council. 2008Jul; 5: 62-5.
2. Shrestha BM, Halor JL. Factors Influencing Long-term Outcomes following Renal Transplantation: A Review. J Nepal Med Assoc. 2007Aug;46(167):136-42.
3. Haas AN, de Castro GD, Moreno T, Susin C, Albandar JM, Oppermann RV, et al. Azithromycin as a adjunctive treatment of aggressive periodontitis: 12-months randomized clinical trial. J Clin Periodontol 2008 Aug;35(8):696-704.

Journal Article from a Website

Tasdemir T, Yesilyurt C, Ceyhanli KT, Celik D, Er K. Evaluation of apical filling after root canal filling by 2 different techniques. J Can Dent Assoc [Internet]. 2009 Apr [cited 2009 Jun 14];75(3):[about 5pp.]. Available from: <http://www.cda-adc.ca/jcda/vol-75/issue-3/201.html>

Journal Article from an Online Database

Erasmus S, Luiters S, Brijlal P. Oral hygiene and dental student's knowledge, attitude and behaviour in managing HIV/ AIDS patients. Int J Dent Hyg [Internet]. 2005 Nov [cited 2009 Jun 16];3(4):213-7. Available from Medline: <http://cclsw2.vcc.ca:2048/login?url=http://search.ebscohost.com/login.aspx?direct=true&db=cmedm&AN=16451310&site=ehost-live>

Monajem S. Integration of oral health into primary health care: the role of dental hygienists and the WHO stewardship. Int J Dent Hyg [Internet]. 2006 Feb [cited 2009 Jun 21];4(1):47-52. Available from CINAHL with Full Text: <http://tinyurl.com/kudbxw>

Book

Format for Books:

Author surname initials. Title: subtitle. Edition. Place of publication: Publishers; year

1. Magar A, Shrestha RK, Palikhey S, Shrestha S, Dhakal A. Angel's Concise Clinical Methods. Kathmandu: Makalu Publication; 2006.
2. Shapiro BM. Awakening of the invertebrate egg at fertilization. In: Mastoianni L, Biggers JD, editors. Fertilization and embryonic development in vitro. New York: Plenum Press, 1981:232-55.

Case Report

Title

- Complete title of the article

Abstract

- Should contain the essence of the whole paper
- Word limits-150
- No abbreviation
- Non structured abstract
- Key words 3-5 words, in alphabetical order

Introduction

- Word limit- 150

Case Report

- Reason for reporting the case
- Report should have history, course of events, management

Discussion

- Should review the latest literatures about the case

References

CHECK LISTS

While submitting your manuscript to JNGMC make sure you have submitted following documents

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3. Declaration
4. Manuscript
5. Ethical clearance certificate

Declaration of Authorship, Copyright Transfer/ Publication Agreement

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