

#### Guidelines for preparing a manuscript-

Manuscript must be prepared in accordance with the “Uniform requirements for Manuscripts submitted to Biomedical Journal” developed by the International Committee of Medical Journal Editors in October 2001, the summary of which is as follows. Before sending a manuscript, contributors are requested to check for the latest instructions.

#### Types Of Manuscript And Word Limits -

- Original articles: Randomly controlled trials, intervention studies, studies of screening and diagnostic tests, outcome studies, cost effectiveness analyses, case-control series, and surveys with a reasonably high response rate. Up to 3000 words excluding the abstract and the references.
- Review articles (including those related to the Ethics forum, the Education forum, E-Medicine, and so on): Systemic critical assessment of literature and data sources. Up to 4000 words excluding the abstract and the references.
- Case reports or briefs: Novel/interesting/extremely rare cases or rare presentations can be reported. Cases with clinical significance or implications will be given priority. Up to 1200 words excluding references and abstract and up to 15 references.
- Images in medicine: A short history, photograph, differential diagnosis, and discussion of a classic and/or rare case. Should not be more than 1000 words excluding up to ten references.
- Letter to the Editor: Should reflect short, decisive observation. Up to 500 words and five references.
- Clinicians Corner: Short narrative of a real life experience in the medical sphere during practice. Should contain a clear, informative, educative, or enlightening message. Up to 600 words.
- Announcements: of conferences, meetings, courses, awards, and other events of interest to the readers should be submitted with the name and address of the person from whom additional information can be sought. Up to 100 words.

#### Authorship Criteria-

To ensure authorship for the submitted manuscripts, the contributors should meet the following three conditions:

- Conception and design, acquisition of data, or analysis and interpretation of data has been done by the author
- Either drafting the article or revising it critically for important intellectual content has been done by the author
- The final approval of the version to be published has been given by the author.  
Each contributor should have participated sufficiently in the work to be allowed to take public responsibility for suitable portions of the content.

#### Naming Order for Contributors

The order of naming of the contributors should be based on the relative contribution of the contributor towards the study and the writing of the manuscript. Once submitted, the order cannot be changed without the written consent of all the contributors.

#### Number of Contributors

In the event of a study carried out in a single institute, the number of contributors should not exceed eight. For case-reports, images, letters to the editor, and review articles, the number of contributors should not exceed five. There should be a written justification if the number of contributors exceeds five. If the JEBMH feels necessary it may ask for description of the contribution of authors towards the manuscript.

#### Guarantor

One or more authors should take responsibility for the integrity of the work from the inception to the publishing of the article. This author will be designated as the guarantor.

#### Prerequisite for review articles

A review article can be written only by individuals who have done substantial work in a particular field. A short summary of the work done by the contributor(s) in the field of review should accompany the manuscript. The

journal expects the contributors to provide post-publication updates on the subject of review. The update should be brief and should include the expected advancements in the field after the publication of the article. The update should be sent as a letter to the editor as and when major developments occur in the particular field.

#### Preparation of Manuscript-

- Observational and experimental articles should be divided into sections, such as Introduction, Materials & Methods, Results, Discussion, References, Tables, Figures, Figure legends, and Acknowledgment.
- Use double spacing throughout.
- The language should be UK English.

#### Title Page

Click here to download title page format.

#### Abstract Page

The second page should carry the complete title of the manuscript and an abstract. The length of the abstract should be restricted to 200 words for case reports and brief reports and 350 words for original articles. The abstract should be structured to include the Context (Background), Aims, Settings and Design, Methods and Material, Statistical Analysis used, Results and Conclusions.

#### Key Words

Three to ten keywords.

#### MeSH terms-

These are standardized keywords. Entering MeSH terms will increase the visibility of article in search results. To obtain MeSH terms go the following link <http://www.nlm.nih.gov/mesh/MBrowser.html>

#### Introduction

State the purpose of the article and summarize the rationale for the study or observation.

#### Methods

- Describe the selection of the observational or experimental subjects, such as patients and laboratory animals. Include the controls used for each experiment.
- Identify the age, sex, and other important characteristics of the subjects.
- Identify the methods, apparatus, and procedures in sufficient detail. Provide references to established methods, and describe briefly methods that have been published but are not well known.
- Describe new or substantially modified methods, give reasons for using them, and evaluate their limitations. Identify precisely all the drugs and chemicals used, including generic name(s), dose(s), and route(s) of administration.
- Reports of random clinical trials should provide information regarding all major study elements, including the protocol, assignment of interventions, and the method of masking. (<http://www.consort-statement.org>).
- Authors submitting review articles should include a section describing the methods used for locating, selecting, extracting, and synthesizing data. These methods should also be summarized in the abstract.

#### Ethics

- While reporting experiments on human subjects, you should indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional or regional) and with the Helsinki Declaration of 1975 that was revised in 2000. ([http://www.wma.net/e/policy/17-c\\_e.html](http://www.wma.net/e/policy/17-c_e.html))
- Do not use names or initials of patients or hospitals and/or hospital telephone numbers especially in illustrative material.
- While reporting experiments on animals, indicate whether you adhered to the guidelines of an institution or national research council governing the care and use of laboratory animals.

#### Statistics

- Whenever possible, quantify findings and present them with appropriate indicators of measurement error or uncertainty.
- Report losses to observation resulting from conditions, such as dropouts from a clinical trial.
- Include a general description of methods in the Methods section.
- While summarizing the data in the Results section, specify the statistical methods used to analyze them.
- Avoid non-technical uses of technical terms in statistics. Define statistical terms, abbreviations, and most symbols.

## Results

Present the results in a logical sequence in the text, tables, and illustrations. Do not repeat in the text all the data in the tables or illustrations. Instead, emphasise on or summarise only important observations.

## Discussion

- Emphasize the new and important aspects of the study and the conclusions that result from them.
- Do not repeat in detail the data or other material provided in the Introduction or Results section. Include in the Discussion section the implications of the findings for the present and for future research and their limitations. Relate the observations to other relevant studies.
- Contributors should refrain from commenting on economic benefits and costs unless their manuscript includes economic data and analyses.
- Avoid claiming priority and alluding to work that has not been completed.
- State new hypotheses when warranted, but clearly label them as such.
- Recommendations may be included only if appropriate.

## Acknowledgments

As an appendix to the text, one or more statements should specify

1. The contributions that should be acknowledged but do not justify authorship,
2. Acknowledgment of technical help; and
3. Acknowledgment of financial and material support, specifying the nature of the support.

## References

- The references / bibliography should be in Vancouver style. For full details on this refer to the following link to university of Queensland (<http://www.library.uq.edu.au/training/citation/vancouv.pdf> )
- References cited only in tables or figure legends should be numbered in accordance with the sequence established by the first identification in the text of the particular table or figure.
- The titles of journals should be abbreviated according to the style used in Index Medicus.
- Use the complete name of the journal for non-indexed journals.
- Avoid using abstracts as references.
- Information from manuscripts submitted but not accepted should be cited in the text as “unpublished observations” with written permission from the source.
- Avoid citing a “personal communication” unless it provides essential information that is otherwise unavailable from public sources. In such an event, the name of the person and the date of communication should be cited in parentheses in the text.
- For scientific articles, contributors should obtain written permission and confirmation of accuracy from the source of a personal communication.

## Tables & Figures-

- Tables should be self-explanatory and should not duplicate textual material.
- Tables with more than 12 columns and 30 rows are not acceptable.
- Place the explanatory matter in footnotes, not in the heading.
- Explain in footnotes all non-standard abbreviations that are used in each table.
- Obtain permission for all fully borrowed, adapted, and modified tables and provide a credit line in the footnote.
- For footnotes, use the following symbols in this sequence: \*, †, ‡, §, ||, , \*\*, ††, ‡‡

- Labels, numbers, and symbols should be clear and of uniform size.
- When graphs, scatter-grams or histograms are submitted, the numerical data on which they are based should also be supplied.
- If photographs of people are used, either the subjects must not be identifiable or their pictures must be accompanied by written permission to use the photograph.
- If a figure has been published, acknowledge the original source and submit written permission from the copyright holder to reproduce the material. A credit line should appear in the legend for figures for such figures.
- The Journal reserves the right to crop, rotate, reduce, or enlarge the photographs to the desired size.
- Protection of Patients' Rights to Privacy  
Identifying information should not be published in written descriptions, photographs, sonograms, CT scans, and pedigrees unless the information is essential for scientific purposes. The patient, parent, or guardian provides a written consent for the publication. After the consent has been obtained, it should be indicated in the article. A copy of the consent should be attached with the cover letter.

Sending a revised manuscript-

Use instructions sent in email by the editor while sending a revised manuscript.