

Turkish Journal of Neurology Instruction for Authors

- The Turkish Journal of Neurology is a periodical journal of the Turkish Neurological Society and is published quarterly.
- The publishing languages are Turkish and English. All manuscripts should comply with the Turkish Language Institution dictionary and the Turkish Language Writing Guide book (<http://tdk.org.tr>). Anatomic terminology should be based on Latin nomenclature. Medical terms, in daily use, should be written according to Turkish spelling rules. The words required to be written in their original language by the author are written within quotation marks.
- All manuscripts should comply with "Uniform Requirements for Manuscripts Submitted to Biomedical Journals" produced and updated by the International Committee of Medical Journals Editors (www.icmje.org).
- The Turkish Journal of Neurology executes compliance with the Declaration of Helsinki Principles (<http://www.wma.net/e/policy/b3.htm>). All manuscripts concerning human subjects must contain a statement in the "Materials and Methods/Patients and Methods" section, indicating that the study was approved by the Institutional Review Board. There should also be a statement of declaration about informed consent obtained from research subjects, and it should be placed in the "Materials and Methods/Patients and Methods" section. All manuscripts dealing with animal subjects must contain a statement indicating that the study was performed according to "The Guide for the Care and Use of Laboratory Animals" (www.nap.edu/catalog/5140.html) with the approval of the Institutional Review Board, in the "Materials and Methods" section. The Editor may ask for a copy of the approval document. The editor has the right to reject, to require additional revision or to revise the format of manuscripts which do not follow the rules.
- Submitted papers are reviewed by the editor, the editorial board, and at least two reviewers. The editor and editorial board may decide to send the manuscript to another reviewer. The editor and editorial board is the complete authority regarding reviewer selection. The reviewers are mainly selected from an International Advisory Board. The editorial board may decide to send the manuscript to independent national or international reviewers according to the subject.
- Manuscript submission should be done online (www.tjn.org.tr). The manuscript text should be written in Verdana font, 10 point-type, double-spaced with 2 cm margins on the left and right sides. The article should be prepared in IBM compatible programs (Microsoft Windows, Word 98). The pages should be arranged in numerical order beginning from the initial page, and the numbers should be at the bottom right corner of every page. The main text should not contain any information regarding author(s)'s name and affiliation.
- The author and the co-authors should sign a cover letter declaring acceptance of full responsibility for the accuracy of all contents in accordance with the order of authors. They should also declare that the manuscript is an original work that has not been previously published, and is not currently submitted to any other publication. The cover letter should include contributions and responsibilities of each author, and whether there is a conflict of interest regarding manuscript. If there is no conflict of interest it should also be stated. In case of any financial contributions, the sponsors should also be denoted in a cover letter. The cover letter may be sent by fax to +90 312 431 60 90 or its scanned copy may be sent by e-mail (journal@tjn.org.tr) concurrently with manuscript submission.
- Abbreviations should be internationally accepted and should be defined accordingly in the text in parenthesis when first mentioned and used in the text.
- Title page of the manuscript should include Title (Turkish and English), running title (Turkish and English, not more than 40 characters including spaces, Author(s), Institution(s) and Address for Correspondence with e-mail address, fax and phone numbers. Authors should indicate on this page whether the study has been presented previously as an abstract in any congress or symposium.
- Abstracts should be prepared in Turkish and English for all manuscript except "Letters to the Editor" and "Images in Clinical Neurology". Abbreviations should be avoided in abstracts. References, tables and citations should not be used.
- There should be two to five key words complying with the Index Medicus medical Subject Headings (MESH) (www.nlm.nih.gov/mesh/MBrowser.html).
- Research Articles should include; Title, structured abstract (Objective, Materials and Methods/Patients and Methods, Results and Conclusion, limited to 300 words), and key words in Turkish

and English, Introduction, Materials and Methods/Patients and Methods, Results, Discussion, Acknowledgement and References. Research articles should not exceed 5000 words and 40 references.

- Editor's approval is required before submitting a review article since reviews to be published are planned by the Editor.
- The reviews should include; Title, unstructured abstract and key words in Turkish and English and the main text section. Limit the abstract to 300 words. The number of references should not exceed 40.
- Case reports should include; Title, abstract and key words in Turkish and English, Introduction, Case, Discussion and References. Case reports should have a short introduction and discussion sections, and an unstructured abstract should be prepared as one paragraph. The number of references should not exceed 20.
- Concise independent reports representing a significant contribution in the related field may be submitted as a Short Communication. The maximum length of a Short Communication is 1500 words. Short communications should include title, an unstructured paragraph of abstract and 2-5 key words in Turkish and English. The main text should include a maximum of one figure and two tables. Number of references should not exceed 10.
- The letters to the Editor is for letters that are addressing issues or exchanging views on topics arising from published articles. It should not exceed 1000 words and not include an abstract. The number of references should not exceed 10.
- Images in Clinical Neurology are classic images of common neurological conditions. The title should contain no more than eight words. The legend should not exceed 150 words. The legend to the image should succinctly present relevant clinical information, including a short description of the patient's history, relevant physical and laboratory findings, clinical course, response to treatment (if any), and condition, at last follow-up. All labeled structures in the image should be described and explained in the legend.
- Figures and tables should be numbered according to the sequence of referral within the text. Each item should be cited in text.
- Each table should be prepared with double spacing on a separate page. Tables should have a brief title. Authors should place explanatory matter in footnotes not in the heading. Explanations should be made for all nonstandard abbreviations in footnotes. The following symbols should be used for abbreviations, in sequence: *, †, ‡, §, ||, ¶, **, ††, ‡‡. Each table should be cited in text.
- Figures should be either professionally drawn or photographed, and these items submitted as photographic-quality digital images. Electronic files of figures should be sent in a format (for example, JPEG or GIF) that will produce high-quality images in the Web version of the journal. Authors should review the images of such files on a computer screen before submitting them to be sure they meet their own quality standards. X-ray films, scans and other diagnostic images, as well as pictures of pathology specimens

should be sent as sharp, glossy, black-and-white or color photographic images, usually in dimensions of 127 x 173 mm. Letters, numbers, and symbols on figures should be clear and consistent throughout, and large enough to remain legible when the figure is reduced for publication. Figures should be made as self-explanatory as possible. For recognizable photographs of human beings, signed releases of the patient or of his/her legal representative should be enclosed; otherwise, patient names or eyes must be blocked out to prevent identification.

- Type or print out legends for illustrations using double spacing, starting on a separate page, with Arabic numerals corresponding to the illustrations. When symbols, arrows, numbers or letters are used to identify parts of illustrations, identify and explain each one clearly in the legend.
- When the author(s) has used a figure or table from another source, permission of the author and publisher must be obtained, the necessary printing permission document must be provided and the source referred to in the text.

References

- Data and manuscript that have not yet been published should not be cited as reference. These should be stated in the main text as "author(s), unpublished data, year".
- References should be numbered consecutively in the order in which they are mentioned in the text. Identify references in the text, tables and legends at the end of the sentences as superscript. List all authors up to six authors. For more than six authors, list the first six authors followed by "et al.". Journal names should be abbreviated as listed in "Index Medicus" or in "ULAKBIM/Turkish Medical Index". Note the following examples:

Journal articles;

The names of the first six authors, title of article, abbreviated title of journal, year of publication, numbers of the volume and relevant page numbers of the article.

Wertman E, Zilber N, Abramsky O. An association between MS and type 1 diabetes mellitus. *J Neurol* 1992;239:43-5.

Supplement;

The names of the authors, title of article, abbreviated title of journal, year of publication, numbers of the volume, numbers of supplement in bracket and relevant page numbers of the article.

Wasylenki DA. The cost of schizophrenia. *Can J Psychiatry* 1994;39 (Suppl.2): S65-S69.

Book;

The names of the authors, title of book, numbers of the volume, city, publisher, year of publication.

Ropper AH, Brown RH. Adams and Victor's Principles of Neurology. 8th ed. New York: McGraw-Hill, 2005.

Book chapter;

The names of the authors, title of article, editors, title of book, numbers of the volume and issue if existing, city, publisher, year of publication and relevant page numbers of the article.

Pender MP. Multiple Sclerosis. In: Pender MP, McCombe PA (eds). *Autoimmune Neurological Diseases*. 3rd ed. Cambridge: Cambridge University Press, 1995:89-154.

Congress presentation;

The names of the six authors, title of presentation, editors, title of congress book, title of the congress, date of the congress, city, country, publisher, year, relevant page numbers.

Bengtsson S, Solheim BG. Enforcement of data protection, privacy and security in medical informatics. In: Lun KC, Degoulet P, Piemme TE, Reinhoff O, editors. MEDINFO 92. Proceedings of the 7th World Congress on Medical Informatics; 1992 Sep 6-10; Geneva, Switzerland. North-Holland; 1992. p. 1561-5.

Article published electronically;

The names of the first six authors, title of article, abbreviated title of journal, year of publication, numbers of the volume, numbers of the issue in brackets, URL address of the web site, access date.

Morse SS. Factors in the emergence of infectious disease. *Emerg Infect Dis* [serial online] 1995 1(1). Available from: URL:<http://www/cdc.gov/ncidoc/EID/eid.htm>. Accessed date: 25.12.1999

Web site;

The name of web site. City; produced date, updated date, accessed date, Available from: Address of the web site.

Cancer-Pain.org [homepage on the Internet]. New York: Association of Cancer Online Resources, Inc.; c2000-01 [updated 2002 May 16; accessed 2002 Jul 9]. Available from: <http://www.cancer-pain.org/>.

Thesis;

The names of the authors, title of the thesis, city, university or institution, year.

Kanpolat Y. Experimental percutaneous access to trigeminal ganglia and hystopathologic evaluation of radiofrequency termic lesion (Associated Professor Thesis). Ankara: Ankara University; 1978.

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