

# JOURNAL OF NIPPON MEDICAL SCHOOL (JNMS)

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  - (2) Paraphrasing a referenced text by using basically the same grammar and structure and changing only a few words, even if citations are provided
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### Types of manuscripts

1. Originals are scientific reports of unpublished clinical or experimental medical research. The maximum length is 8,000 words, including the title page, abstract, references, tables, and figure legends.
2. Reviews consist of a critical assessment of the literature and existing data. The maximum length is 4,000 words, including the title page, abstract, references, tables, and figure legends.
3. Case reports should have a maximum of 3,000 words, including the title page, abstract, references, tables, and figure legends.

### Arrangement of manuscripts

The entire manuscript, including the whole text, references, legends to figures, tables etc., should be presented as a Microsoft Word file. Manuscripts must be typewritten and double-spaced on paper not exceeding 30×21 cm (standard A4 paper is suitable) with a 3-cm margin.

Manuscripts should be arranged in the following order:

1. title page, 2. abstract and key words, 3. main text, 4. references, 5. figures and figure legends, 6. tables and footnotes, and 7. any other relevant sections. Each of these items should begin on a separate page.

#### 1. Title page

The title page of the manuscript should contain only the following:

- a. Title of the paper (no abbreviations should be used in the title)
- b. Running title (no more than 40 characters, including spaces)
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#### 2. Abstract and key words

The second page of the manuscript should contain only the abstract (maximum 250 words) and key words. The abstract must be fully comprehensible without reference to the text. For original manuscripts, a structured abstract is required with the following headings: Background, Methods, Results, Conclusions. For other types of manuscript, the abstract should not be structured.

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There should be no more than five key words. (Refer to Medical Subject Headings in *MeSH*).

#### 3. Main text

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Manuscripts should be divided into the following sections and presented in this order:

Introduction; Materials and Methods; Results; Discussion; References.

#### Abbreviations

Define abbreviations upon first appearance in the text. Abbreviations should not be used unless they appear at least three times in the text. Avoid jargon and nonstandard usage.

#### 4. References

References should be listed as shown in Citing Medicine: The NLM Style Guide for Authors, Editors, and Publishers. 2nd

Edition, published by the United States National Library of Medicine (NLM).

<http://www.ncbi.nlm.nih.gov/books/NBK7256/>

When a reference has 7 or more authors, the first 3 authors must be named, followed by "et al.". When a reference has no more than 6 authors, all authors must be named. Authors using EndNote can format references with the output style below.

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References, including those given in table and figure legends, should be numbered sequentially in the order they appear in the text and listed in numerical order at the end of the manuscript under the heading "References". In the text, the numbers should be set to the right of the reference in superscript, e.g. Rossi-Fanelli et al.<sup>13</sup>/Bennett et al.<sup>24</sup>, etc. Journal titles should be abbreviated as shown in NLM Catalog: Journals referenced in the NCBI Databases.

<https://www.ncbi.nlm.nih.gov/nlmcatalog/journals%20>.

Please refer to the following examples.

#### Journal Articles:

Yokota H. Cerebral endothelial damage after severe head injury. J Nippon Med Sch. 2007 Oct 15; 74 (5): 332-7.

Yoshida H, Tani ai N, Yoshioka M, et al. The current status of laparoscopic hepatectomy. J Nippon Med Sch. 2019 Aug 15; 86 (4): Forthcoming 2019.

#### Journal Articles on the Internet:

Yokota H. Cerebral endothelial damage after severe head injury. J Nippon Med Sch [Internet]. 2007 Oct 15 [cited 2019 Jan 5]; 74 (5): 332-7. Available from: <https://doi.org/10.1272/jnms.74.332>

Yoshida H, Tani ai N, Yoshioka M, et al. The current status of laparoscopic hepatectomy. J Nippon Med Sch [Internet]. 2019 Aug 15 [cited 2018 Sep 25]; 86 (4): Forthcoming 2019. Available from: [https://doi.org/10.1272/jnms.JNMS.2019\\_86-411](https://doi.org/10.1272/jnms.JNMS.2019_86-411)

#### Contributions to Books:

Yokota H. Kyukyuiyou ni okeru Shumatsuki Iryo [Terminal Care in Emergency Care]. In: Aruga T, Tejima Y, editors. Series Seimei Rinrigaku Vol.10 [The Japanese bioethics series Vol.10]: Kyumei Kyukyu [Emergency Care]: Maruzen Publishing; 2012. p. 79-100. Japanese.

#### Websites:

National Comprehensive Cancer Network. NCCN Clinical Practice Guidelines in Oncology: Non-Small Cell Lung Cancer Ver. 2 [Internet]. 2018 Jan 17 [cited 2019 December 4]. Available from: [https://www2.tri-kobe.org/nccn/guideline/lung/english/non\\_small.pdf](https://www2.tri-kobe.org/nccn/guideline/lung/english/non_small.pdf)

#### Databases:

SEER Summary Staging Manual—2000 [Internet]. U.S National Institutes of Health. 2000 [cited 2018 April 1]. Available from: <http://seer.cancer.gov/tools/ssm/>

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