

# *Journal of Hydrocephalus*

## *Information for contributors*

### *Call for Papers / Manuscripts and Manuscript Format*

#### **Call for Papers and Manuscripts**

##### **SCIENTIFIC PAPERS**

#1 Original Papers #2 Review Article #3 Technical Note #4 Case Report #5 Video Presentation

##### **HYDROCEPHALUS NEWS LETTER Sections**

- #1. HYDROCEPHALUS NEWS LETTER Section I: "Federations/Societies for Hydrocephalus in the World",
- #2. HYDROCEPHALUS NEWS LETTER Section II: "Hydrocephalus Study Groups in the World",
- #3. HYDROCEPHALUS NEWS LETTER Section III: "Ongoing Hydrocephalus Studies in the World",
- #4. HYDROCEPHALUS NEWS LETTER Section IV: "Seminar and Hands-on Course for Hydrocephalus in the World",

#### **Manuscript Format**

##### **1. General**

Manuscripts should be submitted to the appropriate Continental Editors:

Papers must be written in English and non-English-speaking authors should have their papers checked for linguistic accuracy by a native English speaker.

To accelerate publication, one set of manuscript is sent to one of the Continental Editor in your choice. It is therefore essential that manuscripts be submitted in their final form and that the positions of figures and tables be indicated in the manuscript.

##### **2. Format**

Manuscripts should be typed double-spaced with wide margins in "Microsoft Word". They should follow the format: *title page* listing the title, names of all authors in full spelling, institutions with full address, and address of the corresponding author to whom correspondence should be sent; *Abstract* of not more than 250 words, stating the main problem, methods, results, and conclusions; *Key words* (up to 6); *text*, arranged in the order; Introduction, Materials and method, Results, Discussion, Acknowledgements; References; tables; *legends* for all figures listed together on a separate page; *figures*.

*Small print*. Materials and methods and sections of lesser importance should be marked for small print.

*Footnotes* should be avoided whenever possible. Essential footnotes should be numbered consecutively and placed at the bottom of the page to which they refer.

##### **3. Tables**

Each table should be sent in "Microsoft Word" or "Microsoft Excel" with separate page(s) and numbered consecutively with Arabic numerals. Footnotes to tables should be indicated by lower-case superscript letters.

##### **4. Illustrations**

Illustrations should be limited to those essential for the text. the same results should be presented as either graphs or tables, not as both.

Requests for color illustrations cannot be approved unless the authors bear the additional costs of reproduction.

All figures, whether photographs, graphs, or diagrams, should be sent in "JPEG" numbered consecutively and kept separate from text. The editorial office publisher reserves the right to reduce or enlarge illustrations. Photographs should be submitted as sharp, trimmed at right angles. Arrows, letters and numbers should be inserted with template rub-on letters.

Legends must be brief, self-sufficient explanations of the illustrations. remarks such as "For explanation, see text" should be avoided. The legends should be typed on a separate page.

##### **5. Offprints**

The offprints of each paper are supplied with certain charge provided the order is received with the corrected proofs.

# Journal of Hydrocephalus

## Submission Form & Process Check Sheet

*\*Fax this form to WBI Publication Section +81-3-3235-9377  
and also \*\*Send this form to Editor-in-chief by e-mail: [shizambroi@aol.com](mailto:shizambroi@aol.com)*

**Process I .** Fill the following **Submission Form**

**Manuscript No. (if known):** JHC-20 #00

**Manuscript Section (Select one and check with X mark on the section chosen)**

- [ ] **original paper,** [ ] **Review Article,** [ ] **Technical Note,** [ ] **Case Report,** [ ] **Video Manuscript**  
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### The Corresponding Author

**Name:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

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**Process III.** The **"Continental Editor"** decides two referees (with or without him/her-self) from the **"Continental Editorial Review Board"** and complete the review process within 6 weeks.

**Process IV.** The **"Continental Editor"** will inform you the result of the review process and return the manuscript for revision, if needed. The accepted manuscript will be sent to the **"Editor-in-Chief"** for printing and publication from the individual **"Continental Editor"**.