
COGNITION & REHABILITATION Author Guidelines

1. MANUSCRIPT SUBMISSION

Please read the complete Author Guidelines carefully before submitting your manuscript. Please note page charges apply if articles are longer than the specified page lengths. Once you have prepared your submission in accordance with the Guidelines, manuscripts should be submitted to the *Cognition & Rehabilitation* Editorial Office at the address below. For assistance, please contact the Editorial Office.

Cognition & Rehabilitation Editorial Office

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2. EDITORIAL AND CONTENT CONSIDERATIONS

Aims and scope

Cognition & Rehabilitation is an international journal sponsored by Osaka Kawasaki Rehabilitation University that publishes peer-reviewed original papers dealing with all aspects of cognitive science, rehabilitation science, and related fields. The journal encourages articles with neurobiological, physiological, neurochemical, psychological, neurological, psychiatric and humanistic research content, as well as content related to health policy. Themes can be illuminated through basic science, clinical (human and animal) studies, case studies, epidemiological research, and humanistic research.

Editorial review and acceptance

Manuscripts can be submitted regardless of whether the author is a member of Osaka Kawasaki Rehabilitation University. Submission implies that the content has not been published or submitted for publication elsewhere except as a brief abstract in the proceedings of a scientific meeting or symposium. The acceptance criteria for all papers are the quality and originality of the research and its significance to our readership. Except where otherwise stated, manuscripts are single-blind peer reviewed by anonymous reviewer(s) and the editor.

Once contributions have been judged as acceptable for publication on the basis of content, the editor and the publisher reserve the right to modify manuscripts to eliminate ambiguity and repetition and to improve communication between author and reader. Final acceptance or rejection rests with the editorial board, which reserves the right to refuse any material for publication.

3. MANUSCRIPT CATEGORIES AND REQUIREMENTS

(1) Original Article

Word limit: approximately 4000 words

Abstract: 300 words or fewer, structured

(2) Review Article

Word limit: approximately 6500 words

Abstract: 300 words or fewer

(3) Case Report/ Brief Report

Word limit: approximately 1500 words

Abstract: not required

References: up to 5

Figures/tables: up to 5

(4) Letter to the Editor

Word limit: approximately 500 words

Abstract: none

References: up to 5

Figures/tables: up to 1

4. ETHICAL CONSIDERATIONS

Cognition & Rehabilitation is committed to integrity in scientific research and recognizes the importance of maintaining the highest ethical standards.

Authorship and acknowledgements

The journal adheres to the definition of authorship established by the International Committee of Medical Journal Editors (ICMJE). The ICMJE recommends that authorship be based on the following four criteria: (i) substantial contributions to the conception or design of the work or to the acquisition, analysis, or interpretation of data for the work; (ii) drafting the work or revising it critically for important intellectual content; (iii) final approval of the version to be published; and (iv) agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved. Contributors who do not qualify as authors should be mentioned under 'Acknowledgments'.

Declaration of Helsinki

Manuscripts must contain a statement to the effect that all human studies have been reviewed by the appropriate ethics committee and have been performed in accordance with the ethical standards laid down in an appropriate version of the Declaration of Helsinki, available at <https://www.wma.net/what-we-do/medical-ethics/declaration-of-helsinki/>. The text should also clearly state that all persons gave informed consent before their inclusion in the study. Details that might disclose the identity of the subjects under the study should be omitted.

Use of animals in research

Reports of animal experiments must state that the 'Revised guide for the care and use of laboratory animals' (NIH Publication Vol 25, No. 28 revised 1996 ; <http://grants.nih.gov/grants/guide/notice-files/not96-208.html>) were followed and, where applicable, indicate that specific national law was followed.

Conflict of interest

Authors must declare any financial support or relationships that may pose conflict of interest. At the time of submission, authors must disclose any financial arrangements with a company whose product figures prominently in the submitted manuscript or with a company making a competing product. Such information will be included in a Disclosure statement between the Acknowledgments and References sections of their manuscript.

5. PREPARATION OF THE MANUSCRIPT

Manuscript format and style

Manuscripts should follow the ICMJE's *Recommendation for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals* (formerly known as the 'Uniform Requirements for Manuscripts').

Journal style

Spelling

Cognition & Rehabilitation publishes in English. For word usage and word division, please refer to the latest edition of the Oxford Concise English Dictionary.

Abbreviations

In general, terms should not be abbreviated unless they are used at least three times after the abbreviation is introduced and the abbreviation is helpful to the reader. Initially, use the word in full and present the abbreviation in parentheses after the term. Thereafter, use the abbreviation only.

Quotations

Use single quotation marks for citations, not double quotation marks.

Units of measurement

All measurements must be given in SI or SI-derived units. Visit the Bureau International des Poids et Mesures (BIPM) website at <https://www.bipm.org/en/about-us/> for more information about SI units.

Trade names

Chemical substances should be referred to by the generic name only. Trade names should not be used. Drugs should be referred to by their generic names. If proprietary drugs have been used in the study, refer to these by their generic name, and in parentheses, mention the proprietary name and the manufacturer's name and location (city, state, country).

Genetic nomenclature

Standard genetic nomenclature should be used. For further information, including relevant websites, authors should refer to the genetic nomenclature guide in *Trends in Genetics* (Elsevier Science 1998).

Parts of the manuscript

Manuscripts should be presented in the following order: (i) title page; (ii) abstract and key words; (iii) main text; (iv) acknowledgements; (v) disclosure statement; (vi) references; (vii) figure legends; (viii) tables (each table completes with a title and footnotes); and (ix) figures. Footnotes to the text are not allowed and any such material should be incorporated into the text as parenthetical matter.

(i) Title page

The title should be informative and contain the major key words. Do not use abbreviations in the title. A short running title (less than 40 characters including spaces) should also be provided.

The title page must contain both a descriptive and concise title of the paper; names and affiliations of all authors; information for the contact author including qualifications (e.g. MD, PhD), full mailing address, and email address. The present affiliation of any author, if different from that where the work was carried out, should be supplied in a footnote.

(ii) Abstract and key words

All manuscripts, except Case Reports, must include a brief but informative abstract that states the purpose, basic procedures, main findings, and principal conclusions of the study in 300 words or fewer. For Original Articles, the abstract should be divided into four sections with the following headings: Background, Methods, Results, and Conclusions. The abstract should not contain references. Abbreviations may be included if they are used more than three times within the abstract.

Key words (between three and six) for the purposes of indexing should be supplied below the abstract in alphabetical order. They should be taken from those recommended by the US National Library of Medicine's Medical Subject Headings (MeSH) browser list: <http://www.nlm.nih.gov/mesh/meshhome.html>

(iii) Main text

Introduction

This section should include sufficient background information to set the work in context. The aims of the manuscript should be clearly stated.

Methods

This should be concise but provide sufficient detail to allow the work to be repeated by others. The source of materials should be given in detail, where possible. Ethical considerations should be detailed.

Results

Results should be presented in a logical sequence in the text, tables, and figures. Repetitive presentation of the same data in different forms should be avoided.

Discussion

This should consider the results in relation to any hypotheses advanced in the introduction and place the study in the context of other work.

(iv) Acknowledgments

This should include sources of support, including federal and industry support. Medical writers, proofreaders, and editors should not be listed as authors but may be acknowledged in the Acknowledgment section.

(v) Disclosure statement

Authors should declare any financial support or relationship that may pose conflicts of interest as a Disclosure statement between the Acknowledgments and References sections of their manuscript. The absence of any interest to disclose must also be stated as, 'The authors have no potential conflicts of interest to disclose'.

(vi) References

References follow Author-Date referencing style.

In-text citation

It consists mainly of the first author's last name and the year of publication (and page numbers if it is directly quoted) in round brackets placed within the text. If there is no discernable author, the title and date are used.

Reference list

The reference list should be ordered alphabetically by the last name of the first author of each work. References with no author are ordered alphabetically by the first significant word of the title. Use only the initials of the authors' given names. No full stop and space between the initials.

- All citations mentioned in the text, tables, or figures must be listed in the reference list.
- In the reference list, cite the names of all authors when there are two or fewer; when there are three or more, list the first two followed by et al.
- Do not use *ibid.* or *op cit.*
- When a work is not in English, provide an English translation of its title. The original-language title is not required but indicate the name of the language in round brackets at the end.
- Reference to unpublished data and personal communications should not appear in the list but should be cited in the text only (e.g. Smith, 2000, unpublished data).
- Names of journals should be abbreviated according to the Serial Sources for the Biosis Data Base, which is available in most libraries or from <http://www.biosis.org>
- Authors are responsible for the accuracy of the references.

Below are sample references:

Journal article

Kyosseva SV, Elbein AD, et al. Increased levels of transcription factors Elk-1, cyclic adenosine monophosphate response element-binding protein, and activating transcription factor 2 in the cerebellar vermis of schizophrenic patients. *Arch Gen Psychiat* 57, 685–691, 2000

Harada K, Nanno H, et al. The interaction of the neurophysiological marker (somatosensory evoked potential, event-related potential), the regional cerebral blood flow and the mental ability in patients with cerebrovascular accident. *Rhonen Seishin Igaku Zasshi* 10, 573–580, 1999 (in Japanese with English abstract)

Higuchi S. Current status and future prospects for treatment of alcoholics. *Psychiat Neurol Jap* 109(6), 543–535, 2007 (in Japanese)

Online article not yet published in an issue

Shibata N, Arai H. Alzheimer's disease and mortality in Japan. *Psychogeriatrics* doi:10.1111/ j.1479-8301.2009.00273.x

Book

Ringsven MK, Bond D. *Gerontology and Leadership Skills for Nurses*, 2nd edn. Albany: Delmar Publishers, 1996

Daibo I. *Connecting People Through Communication: Psychology of Well-Being in Interpersonal Relationships*. Tokyo: Fukumura Publishing, 2022 (in Japanese)

Chapter in a book

Kosaka K, Iseki E. Diffuse Lewy body disease and diffuse neurofibrillary tangles with calcification. In: Iqbal K, Winblad B, et al. (eds). *Alzheimer's Disease: Biology, Diagnosis and Therapeutics* New York: Wiley 179–184, 1997

World Health Organization. *Application of the international classification of disease to neurology: ICD-NA*, 2nd edn. Geneva: WHO Publishing Office, 1997

Electronic material

Statistics Bureau and Statistics Center. The present and future condition of the elderly population [accessed 31 October 2001]. Available from: <http://www.stat.go.jp/data/guide/5-3-1.htm>

(vii) Figure legends

Include figure legends on a separate page. Legends should be concise but comprehensive—the figure and its legend must be understandable without reference to the text. Include definitions of any symbols used and define/explain all abbreviations and units of measurement (If figures have been reproduced from another source, provide a letter stating exclusive licence authorization).

(viii) Tables

Tables should be self-contained and complement, but not duplicate information contained in the text. Number tables consecutively in the text in Arabic numerals. Type tables on a separate page with the legend above. Legends should be concise but comprehensive—the table, legend, and footnotes must be understandable without reference to the text. Column headings should be brief, with units of measurement in parentheses; all abbreviations must be defined in footnotes. Footnote symbols: †, ‡, §, ¶, should be used (in that order), and *, **, *** should be reserved for defining *p*-values. Statistical measures such as SD or SEM should be identified in the column or row headings. If you use a table editor function, ensure that each data point is contained within a unique cell—do not use carriage returns within cells.

(ix) Figures

All illustrations (line drawings and photographs) are classified as figures. Figures should be numbered using Arabic numerals and cited in consecutive order in the text. Figures should be sized to fit within the column (84 mm) or the text width (175 mm). Magnifications should be indicated using a scale bar on the illustration. Each figure should be supplied as a separate file, with the figure number incorporated in the file name.

6. SUBMISSION REQUIREMENTS

The main text file should be prepared using Microsoft Word in a doubled-spaced A4 document. The top, bottom, and side margins should be 30 mm each. All pages should be numbered consecutively in the top right corner, beginning with the first page of the main text file. Each figure should be supplied as a separate file, with the figure number incorporated in the file name. For submission, low-resolution figures saved as .jpg or .bmp files should be uploaded, for ease of transmission during the review process. Upon acceptance of the article, high-resolution figures (at least 300 dpi) saved as .eps or .tif files should be uploaded. Digital images supplied only as low-resolution files cannot be used.

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