

Neurosonology, the official journal of the Japan Academy of Neurosonology, publishes papers contributing to the development of neurosonology.

Requirement for submission

The first author should be a member of the Japan Academy of Neurosonology.

Ethical considerations

- 1) In conducting a research with the aim of submitting a paper, it is required that the medical research guidelines of the Ministry of Health, Labor and Welfare as well as Helsinki Declaration be complied with and given sufficient consideration. In the case that approval has been obtained from the ethics committee designated by the affiliated institution or an institution equivalent to it, this fact must be clearly stated in the paper.
- 2) It is required that informed consent be obtained from patients (or proxies) prior to a research and its publication, and that the details be recorded at the affiliated institution and be clearly stated in the paper. In some cases, the Chairman of the Editorial Committee may request the submission of the records.
- 3) Personally identifiable information (including information that can be easily checked against other information and is thereby sufficient to identify the patients) of patients must not be used in the paper. In the case that it is necessary to use it from the academic point of view, the researcher shall obtain written consents from the patients (or proxies), and clearly state the fact in the paper. A copy of the consents needs to be attached to the paper.
- 4) In the case that it is not possible to explain items 2 and 3 above to the patients or the proxies, the publication of the paper needs to be approved by the ethics committee of the affiliated institution or an institution equivalent to it, and this fact must be clearly stated in the paper.

Conflict of interest

Regarding contents of a paper to be submitted, all authors shall

declare presence/absence of any item with a conflict of interest based on “Guidelines for Conflict of Interest in Medical Research of The Japan Academy of Neurosonology” and “Detailed regulations for Conflict of Interest in Medical Research of The Japan Academy of Neurosonology” using a submission application form and describe accordingly at the end of the paper before references. In a case that any conflict of interest presents, names of the author(s), company or organization involved as well as the content shall be described. The submitted “Submission application form” should be handled as prescribed in the “Guidelines for Conflict of Interest in Medical Research”.

Manuscript classifications

Neurosonology publishes Original Articles, Reviews, Case Reports, Technical Notes, Brief Communications and Letters to the Editor. Other submissions may be accepted at the discretion of the Editorial Committee, and not been published or published in other journals. Letters to the editor for the paper published in this journal should be posted as soon as possible (within two months).

Manuscript Preparation

Manuscripts should be written in English and should not exceed the following limits unless prior approval is obtained by the Editorial Committee:

Reviews: 5 print pages (4500 words)

Original Articles: 4 print pages (3600 words)

Case Reports and Technical Notes:

3 print pages (2700 words)

Brief Communications: 2 print pages (1800 words)

Letters to the Editor: 1 print page (900 words)

Word limits include the main text, references, tables and figures. Each table and figure counts as 225 words. Manuscripts exceeding the above limits could be subject to additional fees. Letters to the editor should include within one figure or table.

Manuscripts should be divided into the following sections: In-

roduction, Materials and Methods, Results, Discussion, Disclosure of conflict of interest, and References.

1) Title page

- Title: If the title exceeds 15 words, add running heads within 12 words.
- Author's full names: If there are multiple institutions, the name and the institution should be numbered so that they can be distinguished.
- Institutional affiliations
- Corresponding author contact: full name, full address, telephone and fax numbers, and e-mail address.

2) Abstract (No abstract in "Letters to the editor")

Within 200 words

3) Keywords (Not in Japanese, Excludes "Letters to the editor")

2 to 5 keywords

※ Follow MeSH(Medical Subject Headings).

4) References

The author's name should be listed from the leading author to the third author, and when four or more, list the first three followed by "et al." Number references in the text in consecutive order with superscript Arabic numbers in unpaired parentheses and list references in order of citation in the text. If the manuscript includes any previously published figures, etc., authors should obtain written permission to reproduce the material from the copyright owner and original authors.

Letters to the editor shall be provide within three volumes of the references.

The style of citation is as follows:

Journal articles:

von Reutern GM, Goertler MW, Bornstein NM, et al.: Grading carotid stenosis using ultrasonic methods. *Stroke* 2012; 43: 916-921.

Books:

Zwiebel WJ, Pellerito JS: Introduction to vascular ultraso-

nography, Philadelphia, PA: Elsevier Science, 2004, 496 p.

Sections or Chapters in Books:

Saver JL, Feldmann E: Basic transcranial Doppler examination: Technique and anatomy, in: Babikian VL, Wechsler LR (Eds.), *Transcranial Doppler Ultrasonography*, St. Louis, Mosby Publishing Co., 1993, p11–28.

Annual meeting abstracts:

Matthias Reinhard: Cerebral autoregulation: from concepts to clinical application. *Neurosonology* 2015; 28(Suupl) : PES-1, 65-66.

Electronic book, electronic paper:

Sugawara R, Horinaka S, Yagi H, et al.: Central blood pressure estimation by using N-point moving average method in the brachial pulse wave [internet]. *Hypertens Res* 2015; 38, 336–341; doi:10.1038/hr.2015.5.

Web site:

U.S. National Library of Medicine: Structured Abstracts. Information for Publishers [internet]. [updated 2014 Oct 01, accessed 2015 Jul 23], http://www.nlm.nih.gov/bsd/policy/structured_abstracts.html.

Indicating is unnecessary if an updating date is unknown.

The name of a website will be omitted when it is the same as an author name.

5) Figures, photographs and tables

All figures and tables must be in English. Figures and photographs must be print quality and must be submitted as Microsoft PowerPoint files. Black and white figures and photographs are printed free of charge. If you wish to have your figures or photographs printed in color, this must be clearly stated, in the cover letter. Color printing is subject to a fee of 20,000 yen (tax inclusive) per page. Insert each table on a separate page after the reference list along with a brief title and footnotes. Figure titles and legends can be inserted after the tables or provided with the figures themselves in the separate figure files. Letters to the editor should include within one figure or table.

6) Terminology

Terminology shall comply with the “Terminology of Neurosonology” of the Japan Academy of Neurosonology. Units for numerical quantity to be used shall be unified to those of International System of Units (SI) in principle including m, mm, μm , kg, g, mg, m^2 , l, ml, h (hour), min (minute), s (second) and $^{\circ}\text{C}$ (cm may be used conventionally). Arabic numbers shall be used for expressing figures.

7) Abbreviations

When an abbreviation must be used, it should be defined at first appearance. Avoid abbreviations in the title and abstract.

Electronic file submission

All manuscript files, including the title page, abstract, text, references, tables, figures and legends must be submitted as electronic files. As for the references not registered in PubMed, you shall attach the scanned PDF file or copy in which the bibliographic information (author's name, title, title of journal, year, volume, page, etc.) is provided. Specify the necessary information on the Submission application. The submission application can be downloaded on the Japan Academy of Neurosonology homepage. Please note that the submitted electronic files will not be returned.

Judgment of adoption of the paper

Whether a paper is adopted or not shall be determined by the Editorial Committee based on the results of the peer review. The Editorial Committee may ask for partial modification of the manuscript when it is published on our journal. Further, the Editorial Committee may make a modification under a responsibility of the Editorial Committee as the case may be.

In a case that a paper was adopted, the manuscript shall not be returned in principle.

In a case that any suspicion of inappropriate activities in a research arises such as illegal, multi- and unauthorized submission and violation of ethical guideline procedure, determination of

acceptance or adoption of the paper may be withdrawn unless a legitimate reason is suggested to the chairman of the Editorial Committee. If it was proved after its publication, public notice shall be given accordingly on our journals.

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Authors shall be required to correct a galley proof once. Including additional information or significantly revising the text or data at this time is not permitted.

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Manuscript submission

All manuscript files must be submitted as electronic files. We can accept 10 MB or less of digital data by e-mail. When the capacity is over 10 MB, digital data should be divided into separated files or be sent as a written CDR. The submission application must be submitted along with the manuscript.

Attach all relevant files and send them to:

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