

# Information for authors

## Aim and Scope

The *Journal of Stroke (JoS)* is published 3 times a year on the last day of January, May, and September. The *JoS* offers clinicians and researchers working in stroke-related fields with peer-reviewed articles on clinical and basic investigation of cerebral circulation and associated diseases for enhancing patient management, education, clinical or experimental research, and professionalism. The scope of the journal encompasses any areas of stroke research including those on pathophysiology, risk factors, symptomatology, imaging, treatment, and rehabilitation. Research in basic science is considered only when it provides clinically relevant important information. Additionally, we are interested in studies that highlight the characteristics of stroke in the Asian population, as they are insufficiently represented in the literature. The online version is considered the canonical version of the journal because it includes all content available to the reader. Supplementary issues are occasionally published. Some or all of the articles in this journal are indexed in SCI(E), Pubmed, PubMed Central, Scopus, KoreaMed, Komci, Synapse, Science Central, DOAJ, KPubS, Google Scholar and DOI/Crossref. The printed version of the journal is free if a reader is registered with the Korean Stroke Society, otherwise readers can access articles at the Journal homepage. The URL address of the journal is <http://j-stroke.org> and <http://submit.j-stroke.org>. The journal was supported by the Korean Federation of Science and Technology Societies Grant funded by the Korean Government (NEST).

## Types of Manuscript

*JoS* is composed of 3 sections, in addition to articles commissioned by the Editorial Committee. All manuscripts are subject to peer review. All submitted manuscripts will be initially reviewed by the editors. The editors will assess the manuscript's quality including originality, methodology, result presentation, interpretation, clinical and/or scientific importance, and interest to readers. After the initial assessment, the editor-in-chief will decide whether the manuscript will undergo formal review by relevant experts or be promptly rejected without undergoing a review process. Final decision of acceptance, need for revisions or rejection will be made by the editors after

taking into account the peer review.

**Original Articles.** These will present original clinical and laboratory research and related topics. Although there is no set limit on the length of an original article, it is recommended that they be no longer than 5,500 words including abstract, tables, figure legends and references. An abstract no longer than 250 words should be provided with the following headings: Background and Purpose, Methods, Results, and Conclusions. A total of 7 figures or tables are allowed; additional tables and figures may be provided using the online data supplement system.

Ensure correct use of the terms sex (when reporting biological factors) and gender (identity, psychosocial or cultural factors), and, unless inappropriate, report the sex and/or gender of study participants, the sex of animals or cells, and describe the methods used to determine sex and gender. If the study was done involving an exclusive population, for example in only one sex, authors should justify why, except in obvious cases (e.g., prostate cancer).

**Reviews.** Abstracts are required for Reviews, but the structured abstract format of an Original Article is not necessary. Reviews have no restrictions on word count or the number of figures and tables. However, authors should eliminate redundancy, emphasize the central message, and provide only the data necessary to convey that message. It is recommended that Reviews have the approximate length of 6,000 words including abstract, tables, figure legends, references. The total number of figures and/or tables is limited to 7.

**Letters to the Editor.** This is either a brief summary of an original research or a comment on papers previously published in this journal. We do not accept a case report unless it presents a very interesting or important finding. No abstraction is required. The letter should be 1,000 words or less (including references, tables, and figure legends) with a maximum of 10 references and may include only 1 figure/table. However, in case of a summary of a relatively large study, a total of 2 figures/tables are allowed; additional tables and figures may also be allowed when authors specifically request this to the editor at the time of submission.

## Ethical Policy

A submitted manuscript must not be associated with any type of research misconduct. This includes fabrication, falsification, and plagia-

rism with intent to deceive by the authors. The corresponding author must declare in the cover letter to the Editor-in-Chief the following: the submitted manuscript has not been previously published, and the manuscript is not under simultaneous consideration for publication elsewhere, either in whole or in part in any language, except in the form of an abstract. The cover letter must also state if the manuscript contains any portion that may be regarded as redundant or duplicate information; defined as a paper, data, tables, or figures that overlap substantially with already published information. Researches involving human participants must comply with the principles of the Declaration of Helsinki (1964), and information regarding approval of local institutional review board should be mentioned in the Methods section. Articles describing research involving animals must state in the Methods section that the work was approved by the applicable institutional ethics committee or review board. The manuscript must also state that informed consent was obtained from participants, when appropriate. The Editor-in-Chief has the right to reject a manuscript if research misconduct is suspected. Policies on the research and publication ethics not stated in these instructions can be found in <https://publicationethics.org/resources/guidelines>.

## Authorship

JoS recommends that authorship be based on the following 4 criteria by International Committee of Medical Journal Editors (<http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>): Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND Drafting the work or revising it critically for important intellectual content; AND Final approval of the version to be published; AND 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.

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It is required that the Copyright Transfer Agreement should be uploaded as a PDF in Online Submission Step. Hand-written signatures are required. Each author must read and sign the statements in the Copyright Transfer Agreement.

## Submission

To submit your manuscript or revised version, please submit your manuscript, supplementary data and cover letter at <http://submit.j-stroke.org>. If you have any questions about the online submission process, contact the Editorial Office by e-mail at [editor@j-stroke.org](mailto:editor@j-stroke.org) or by telephone at +82-2-3410-0917.

## Online Submission Information

To submit your manuscript online, please visit the journal's online manuscript submission site (<http://submit.j-stroke.org>), and follow the instructions for creating an author account and submitting a manuscript. Please review the instructions on the website carefully and take note of the further instructions provided at the top of each screen of the 5 submission process stages.

Submit your manuscript and all figures exactly as instructed to avoid any failure or delay in processing.

Users must register when accessing the JoS online submission system for the first time, by clicking on "Register." You will be asked to complete 3 steps in order to obtain your personal account.

## ID/Password

We strongly recommend using your email address as your ID, since this represents a unique and easy-to-remember identifier that will be needed each time you log onto the system (as a reviewer or author). The password will be encrypted for security reasons, and will not be known to JoS. A verification email will be emailed to you at the address you used to register.

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Once logged in to the JoS online submission system, click on "Submit a new manuscript." You will be presented with a series of fields for entering information about your manuscript and uploading the manuscript, image, and supplemental files.

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After completing the submission, the manuscript number will be sent to the email address specified, and this should be quoted in all subsequent communications. This email notification will be sent after we have confirmed that the submitted manuscript is consistent with the journal style. Manuscripts that do not conform to the style of the *JoS* may be returned without further review, requiring you to correct the style of the manuscript before resubmitting it.

### **Supplemental Data**

Supplemental Data is content that the authors wish to make available online if the paper is accepted for publication. This is currently confined to video files.

### **ORCID**

Open researcher and contributor ID (ORCID) of all authors are recommended to be provided. To have ORCID, authors should register in the ORCID web site available from: <https://orcid.org/>. Registration is free to every researcher in the world.

### **Manuscript Status**

Authors who submit online using the *JoS* online submission system can keep track of the progress of their manuscript through the peer-review process by visiting the *JoS* online submission page and clicking on “My Manuscript.”

### **Submitting a Revision**

To submit a revised manuscript via the *JoS* online submission system, click on “Submit a revised manuscript.” You will be presented with information on the original version of your manuscript, which should be edited as necessary. You will then be required to upload the files related to the revised version

(see “Submitting a Manuscript” for further details). Please include your responses to the reviewer comments and a cover letter to the Editor-in-Chief. In addition, please submit a copy of the revised text with changes marked in the text using either track changes or highlighted as supplementary data.

### **Peer Review**

Every manuscript received will be delivered to 2 peer reviewers in an anonymous fashion. If a consensus for acceptance is not reached from the initial reviewers, another reviewer will be asked to review and to determine if the manuscript is acceptable for publication. The format of the finally accepted manuscript will be edited by manuscript editors.

## **Manuscript Preparation**

### **General Style**

The manuscript should be written in English, and must contain the following: author information page, title page, abstract, main text, references, tables, and figure legends. Leave margins of 2.5 cm on each side. The main body of the manuscript and all tables included with your submission must be provided in Microsoft Word format. The text must be written in double-spaced 12-point font, preferably in Times New Roman. The right margin should not be justified (i.e., left-justification only). Abbreviations should be defined on first use in both the Abstract and main text. Place the page number in the middle of the bottom of each page from the title page onwards. Do not submit the manuscript with automatic formatting features (e.g., when using EndNote, remove field codes before submission).

### **Cover Letter**

The cover letter accompanying the manuscript must specify the type of manuscript and include statements on ethical issues and conflicts of interest, and complete contact information for the corresponding author.

The cover letter should include the following statement: “All authors have read and approved the submitted manuscript, the manuscript has not been submitted elsewhere nor published elsewhere in whole or in part, except as an abstract (if relevant).” The cover letter may include the names of up to 3 potential reviewers whom the authors would like to suggest, especially members of the editorial board. The authors may also include the names of up to 3 reviewers whom they would like not to evaluate their submission. The editor ultimately decides who will review the manuscript.

### **Manuscripts should be presented in the following sequence:**

1. Title and author information page
2. Abstract
3. Text, including Introduction, Methods, Results, Discussion and Summary/Conclusions
4. Acknowledgments
5. Sources of Funding
6. Conflict(s) of Interest and any Disclosure(s)
7. References
8. Figure Legends
9. Tables
10. Figures

### **Author Information Page**

Titles should be short, specific, and informative. The first page should contain all the following information: title; the full names of all authors and affiliations where the work was performed; a running title (not exceeding 50 characters, including spaces); and the contact information for the corresponding author including the complete address, telephone number, fax number, and email address. When there are multiple authors from multiple affiliations, use lower-case letters as superscripts in the order of appearance (e.g., <sup>abc</sup>). Acknowledgments, sources of funding, and any conflicts of interest should be stated on this page under separate subheadings.

#### **Sample title and author information**

Low-Molecular-Weight Heparin in Atherosclerotic Stroke: A Surprising Resurrection of Anticoagulants?

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<sup>b</sup>Stroke Center and <sup>c</sup>Department of Neurology, University of Ulsan, Asan Medical Center, Seoul, Korea

### **Title Page**

This page should contain the following: title, running title, number of characters in the title, number of words in the manuscript (excluding author information, references, tables, and figure legends), number of figures, and number of tables. The full title of the article is limited to 120 characters (including spaces). The author names should not appear on this page. This is considered the first page of the manuscript.

### **Abstract**

The Abstract must appear on a separate page. All Original Ar-

ticles must include abstracts that do not exceed 250 words, and conform to the following structure: Background and Purpose, Methods, Results, and Conclusions. Each title should be terminated in boldface.

Abstracts are required for Reviews, but the structured format used in Original Articles is not necessary.

Between 3 and 6 keywords should be provided at the end of the abstract page. Important keywords can be selected from the Medical Subject Headings (MeSH) used to catalogue and index MEDLINE and Index Medicus.

### **Main Text**

The main text of Original Article must be prepared under the following subheadings: Introduction, Methods, Results, Discussion, and Conclusions. There is no restriction on section headings for Review Articles.

The first indent should be suppressed only after a section heading and that all other paragraphs must be indented, for each paragraph, (1) ensure that it is separated from the previous paragraph by a vertical space, and (2) do not include any new-line or new-paragraph marks (except at the end of the paragraph). Do not include any new-page marks in the file.

Use SI units of measurement in all manuscripts. For example, cm should be changed to mm. The SI unit should be used in the text, followed by the conventionally used measurement in parentheses. All drugs should be referred to by their generic names rather than trade names. The generic chemical identification of all investigational drugs must be provided.

Manuscripts that describe studies on humans must indicate that the study was approved by an institutional review committee and that all participants gave informed consent. If not, the authors should state the appropriate reasons, and the Editorial Committee will decide the relevance. Manuscripts involving animals must indicate that the study was approved by an institutional animal care and use committee.

### **Acknowledgments**

All sources of funding and financial or material support should be clearly identified in an acknowledgement. All authors are also required to report potential conflicts of interest, including funding and specific financial interests relevant to the subject of their manuscript in an acknowledgment.

### **References**

References should be numbered serially in the text using num-

bers as unparenthesized superscripts:<sup>1,4,7-9</sup>. They should be listed on a separate page at the end of the paper in the order first cited in the text. Unpublished data and personal communications may be cited in the text (including the initials and surnames of all authors, and the year in which the observation was made), but should not be listed as references. One copy of any in-press article that is cited in the references should be sent to the editorial office or submitted as supplementary data. Do not reference papers that are “submitted”; these can be specified as unpublished data in the body of the text. Personal communications should also be mentioned in the body of the text only.

The accuracy of reference data is the author’s responsibility. Verify all entries against original sources, especially journal titles, inclusive page numbers, publication dates, accents, diacritical marks, and spelling in languages other than English. The format of references should conform with that specified in “Uniform Requirements for Manuscripts Submitted to Biomedical Journals.” Journal abbreviations should conform to the style used in the Cumulated Index Medicus.

List all authors when there are 6 or fewer; when there are 7 or more, list only the first 6 and add “et al.” Do not list the month/issue/day (the number in parentheses) in the reference.

## Sample References

### 1. Journal article

Ku KM, Song KB, Oh MS, Yu KH, Lee JH, Shin JH, et al. Clinical characteristics of acute ischemic stroke while sleep and awake. *Korean J Stroke* 2011;13:74-78.

Vuilleumier P, Bogousslavsky J, Regli F. Infarction of the lower brainstem. Clinical, aetiological and MRI-topographical correlations. *Brain* 1995;118(Suppl 1):1013-1025.

Maasland L, van Oostenbrugge RJ, Franke CF, Scholte Op Reimer WJ, Koudstaal PJ, Dippel DW; Netherlands Stroke Survey Investigators. Patients enrolled in large randomized clinical trials of antiplatelet treatment for prevention after transient ischemic attack or ischemic stroke are not representative of patients in clinical practice: the Netherlands Stroke Survey. *Stroke* 2009;40:2662-2668.

Ministry of Health & Welfare, Korea Center For Disease Control & Prevention. Korea Health Statistics 2010: Korea National Health and Nutrition Examination Survey (KNHANES V).

### 2. Book

Minematsu K, Bang OY, Uehara T. Risk factors. In: Kim JS, Caplan LR, Wong KS. *Intracranial Atherosclerosis*. 1st ed. Hoboken, NJ: Wiley-Blackwell, 2008;45-54.

### 3. Web sites

Web sites generally follow this format: Author names (if any). Title of information or page. Name of website. URL. Publication date (if any). Access date.

### 4. Otherwise follow uniform requirements for manuscripts submitted to biomedical journals ([http://www.nlm.nih.gov/bsd/uniform\\_requirements.html](http://www.nlm.nih.gov/bsd/uniform_requirements.html))

## Tables

Type each table, with a title, on a separate page. Each table should be included as a Word table in order to ensure correct column alignment.

Cite and number tables in the order they are mentioned in the text. Tables should be as compact as possible. Use horizontal lines only above and below column headings and at the bottom of the table. Do not use vertical lines. All abbreviations should be spelled out when they first appear in tables. For footnotes, use the following symbols in the indicated sequence: †, ††, ‡, §, //, §, \*\*, ††, and ††. The significance of observations, as determined by appropriate statistical analyses, must be indicated.

## Figures

Cite figures in numerical order (Figure 1, Figure 2, etc.) as they appear in the text. Figures must be submitted as separate files saved in JPEG, TIFF, GIF, EPS, or PPT format (do not embed the figures in the Microsoft Word manuscript file). All images should exceed the following image resolutions: Line Art (an image composed of lines and text) 1,000 dpi; Halftone (a continuous tone photograph, which contains no text) 300 dpi; or Combination (Line Art and Halftone) 600 dpi. Photographs of recognizable persons should be accompanied by a signed release from the person in the photograph or an appropriate legal guardian authorizing publication. Legends for figures must appear on a separate page at the end of the manuscript file.

## Costs to authors

Regarding the cost, there is no cost incurred to authors.

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We declare that we obtained patient consent-to-disclose forms for any figures of identifiable patients and edited out any names mentioned in the recording. The consent form indicated specific use (reproduction in the medical literature in print and online, with the understanding that patients and the public will have access) of the patient's medical information and any images and contained the patient's signature or that of a legal guardian.

We also declare that research involving human subjects was performed in compliance with the principles of the Declaration of Helsinki (2008), and that involving animals was approved by the applicable institutional ethics committee or review board and conformed with generally accepted guidelines governing such work.

We further attest that we have herein disclosed any and all financial and other relationships that could be construed as conflicts of interest, and that all sources of financial support for this study are disclosed in the manuscript.

Corresponding Author

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\*This copyright agreement has been signed by the submitting/corresponding author on behalf of any and all co-authors.

# Manuscript Submission Checklist for Authors

## 1. General provisions

- The authors should ensure that the contents of the present manuscript have not been published nor intended to be published in other journals.
- The manuscript should be formatted as follows: A4 paper, 12 point font, left-aligned, double-spaced.
- An original article should be presented in the following order: cover page, abstract, key words, introduction, methods, results, discussion, references, and captions and legends for tables and figures.

## 2. Cover page

- This section should indicate the contact information of the corresponding author: postal code, address, phone number, fax number, and email address.
- A running title should be given in 50 characters or shorter including spaces.

## 3. Abstract and Key Words

- The abstract should be divided into Background and Purpose, Methods, Results, and Conclusions; it should be written in one paragraph that is within 250 words.
- Three to six Key Words should be included (preferably those recommended in MeSH of Index Medicus; the first letter of each key word should be capitalized).

## 4. Main text

- The title should not include abbreviations; all the words must be spelled out.
- Information regarding approval of an institutional review board and obtaining informed consent should be mentioned in the Method section.
- References should be numbered in Arabic numbers in the order they are cited.
- Superscript numbers should come after commas and periods according to submission rules.
- When using abbreviations, their full forms should be used at first mention; abbreviations/acronyms should then be used consistently in further occurrences.
- Units of measure should be written in accordance with submission rules (except for % and °C, a space should come between the number and the unit of measure).
- For numbers, a comma should be inserted after every third digit.
- All statistical methods used should be described accurately in detail.

## 5. References

- In-text citations should be numbered and should correspond to the numbers in the references.
- Up to six authors should be mentioned. In case there are seven or more authors, “et al.” must come after the primary author.
- Official abbreviations of quoted journals must be used.
- Year, volume, and start page–end page of the quoted literature should be accurately mentioned.
- The first letter of the title of the quoted article should be capitalized.
- Compliance with quotation styles should be observed.
- The manuscript should comply with quotation rules in case a book has separate authors by chapter.

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- Each table must have its own title and be given a separate page.
- All abbreviations used in the table should be spelled out.
- All superscript numbers used in the table should comply with the contribution rules.

## 7. Figures

- Each figure should be produced in a separate file and should not be included in the main text.
- The file name of each figure should be the figure number.
- Figures can be black and white or in color; they will be published as submitted.
- The titles and legends of the figures should be concisely drafted on a separate page in English.
- The figures should be explained in complete sentences, not phrases or clauses.
- All abbreviations should be written out.
- When a figure contains several pictures, the explanation of the figure should be followed by that of each picture, distinguishing them as A, B, C, etc.

## Conflict of Interest Disclosure Form

It is the policy of the Journal of Stroke to ensure balance, independence, objectivity, and scientific rigor in the Journal. All authors are expected to disclose to the readers any real or apparent conflict(s) of interest that may have a direct bearing on the subject matter of the article. This pertains to relationships with pharmaceutical companies, biomedical device manufacturers or other corporation whose products or services may be related to the subject matter of the article or who have sponsored the study.

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