Information for authors

Revised 1 April 2015

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All of the manuscripts should be prepared in strict observation of research and publication ethics guidelines recommended by the Council of Science Editors, International Committee of Medical Journal Editors, World Association of Medical Editors, and the Korean Association of Medical Journal Editors. Any study involving human subject or human data must be approved by the Institutional Review Board (IRB) of the author's affiliated organization. Please refer to the principles embodied in the Declaration of Helsinki (http://www.wma.net/e/policy/b3.htm). Animal studies should be performed in compliance with relevant guidelines and approved by the IRB. A statement regarding IRB approval should be included in the Materials and Methods section.

CONFLICTS OF INTEREST

Any potential conflicts of interest must be disclosed in this section. If there are no potential financial conflicts of interest, the following statement should be added: "The authors have no financial conflicts of interest."

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MANUSCRIPT SUBMISSION & PEER REVIEW

All new manuscripts should be submitted directly to: Kang Nyeong Lee, M.D., Ph.D., 'Associate Editor'. The acceptance criteria for all papers are based on the quality and originality of the research and its clinical and scientific significance. The articles are generally reviewed by at least two peer reviewers. An initial decision will normally be made within 2 weeks of receipt of a manuscript, and the reviewers' comments are sent to the corresponding authors by e-mail. Revised manuscripts must be sent to the associate editor by the corresponding author using e-mail. The corresponding author must indicate the alterations that have been made in response to the referees' comments item by item.
Publication and reprint fees

There is no publication fee for articles. However, authors are required to pay for color figures and permission fees of borrowed figures and tables. Charges to the author are currently assessed at ₩120,000 per color figure.

PREPARATION OF MANUSCRIPT

Authors should refer to "Uniform Requirements for Manuscripts Submitted to Biomedical Journals"(http://www.icmje.org). On the cover letter, authors should make a statement about the originality of their work and disclose previous presentations, reports, or publications that contain any material that appears in the manuscript. If there is a similar or supplemental publication, the authors should provide a copy for the Editors’ review. Manuscripts should be written in double space throughout.

Main theme of each of the issues is usually solicited by the Editor-in-Chief. However, unsolicited Reviews or original articles will be also considered. Authors should contact the Editor-in-Chief in advance to determine the appropriateness of their Review Articles for publication. Manuscripts should begin with the title page followed by an abstract; a list of key words; an introduction; a main text; a conclusion; tables and/or illustrations; and references.

The length of articles is limited to 5,000-8,000 words with a maximum of 50 references. Also, there should be no more than 3 authors for review articles.

Title Page: The title page should contain the following information: (1) title (less than 100 characters); (2) author list (first name, middle name, and last name); (3) name of the institutions at which the work was performed; (4) name, address, telephone, fax number, and e-mail address of the corresponding author; (5) running title (less than 12 words); (6) a list of where and when the study has been presented in part elsewhere.

Abstract: Abstract must be placed right after the title page.
A trade name may not be used in the title or abstract. The Abstract length is typically 250 words. All Original Articles must be organized under Background, Methods, Results, and Conclusions, with these subheadings terminated with a colon and in bold face. Editorials do not require abstracts.

Key Words: List up to 3-5 key words from the list provided in Index Medicus under “Medical Subject Heading (MeSH; http://www.ncbi.nlm.nih.gov/sites/entrez?db=mesh).” Each keyword is divided by the semicolon (;).

Text: The body of the manuscript should be written as concisely as possible. All pages of the manuscript should be numbered.

(1) Introduction: This should provide a context or background for the study and state the specific purpose or research objective of or hypothesis tested by the study. This may include mention of papers most closely related to the article, and of the problem.

(2) Main text: This should include a concise textual description of the data presented in tables and figures. It should be written in double space, 10 point type, 2.5 cm margins on A4 or letter-size paper using Microsoft Word. The text page can be organized into several parts and started with respective subheadings. The number of subtitles can be designated by the numerical with the following sequence: 1., 1), and (1). Be sure to use the SI system of units (http://physics.nist.gov/cuu/Units/units.html) and use italics for describing scientific names, words from Latin, and gene names.

(3) Conclusion: This section includes the new and important aspects of the study and the conclusions. Close the conclusion with few sentences that provide a take-home message for the reader.

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according to the Index Medicus (http://www.nlm.nih.gov/bsd/aim.html) abbreviations for journals that are indexed; if a journal is not in dexed, use the full name.

When referencing from an abstract, editorial, or published letter, it must be identified as such in parentheses at the end of the reference. When a reference is a personal communication, it should be included in parentheses in the body of the text, and not cited in the reference list. The maximum number of references is 50. However, if it is needed, number of references may exceed 50. List all authors when six or less; when seven or more, list the first six and add et al. Editorial office provides the Output Style file of Hanyang Med Rev (Hanyang Med Rev.ens) for using the EndNote program.

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Other types of references not described above
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Figure Submission: Figures must be cited consecutively using Arabic numerals. The recommended fonts within the figures are Helvetica or Arial. Only high-resolution figure files (preferably 300 dpi for color figures and 1200 dpi for line art and graphs) should be submitted. Figure images should be provided in EPS, TIF, JPEG, or PPT format. The figures should be sized to column width (8.5 cm or 17.5 cm). If the figures are not original, the author must contact each publisher to request permission and this should be remarked in the footnote to the figure. The complete expense of reproducing color photographs will be charged to the author.

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Editorials are invited by the Editor and should be commentaries on articles published recently in the Journal. Editorial topics could include active areas of research, fresh insights, and debates in all fields of internal medicine. Editorials should not exceed 2,000 words, excluding references, tables, and figures.

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