

# AUTHOR GUIDELINES

## INTRODUCTION

Journal of Chitwan Medical College (JCMC) is peer reviewed, quarterly, multidisciplinary biomedical journal devoted to Health Sciences. JCMC is official journal of the Chitwan Medical College (CMC), Bharatpur, Nepal. JCMC was started since 2010 as yearly publication and from January 2014 onward, it is being published quarterly.

The journal can be accessed through [www.jcmc.cmc.edu.np](http://www.jcmc.cmc.edu.np)

The JCMC [ISSN 2091-2412(Print), 2091-2889(Online)], welcomes scientific research articles, unique cases and reviews of general interest to medical researchers or medical educationists from the field of biomedical sciences.

It publishes articles on the following category: Original Article, Review Article, Case Report/ Series, images in clinical sciences, Editorials, Viewpoint, Book Reviews, Medical Education, Book Reviews, Specially Invited Articles and Letter to the Editor.

## SCOPE OF THE JOURNAL

An important decision made by the Editorial Board prior to launch was that the journal must be for the many and not just for a few who are engaged in clinical research. All of us, whether we are doctors, nurses, physiotherapists, dentists or in any other field of health care, must take a greater responsibility for managing and solving the many unique health issues and problems. We must engage in research and voice our opinions by publishing them in this, our journal. To ensure wide readership, the journal will carry a variety of articles of general interest, as well as scientific articles, based on topics relevant to our region. With so many categories, JCMC is sure that that researcher will be able to make regular contributions to this journal. JCMC encourages the new generation of medical doctors and allied health professionals to create and publish new research data in this journal and adopt critical thinking habits to address current health problems. This journal should also encourage international research collaborations that result in joint publications of high international standards.

## THE EDITORIAL PROCESS

The manuscripts will be reviewed for possible publication with the understanding that they are being submitted to one journal at a time and have not been published, simultaneously submitted, or already accepted for publication elsewhere. Accepted articles will be edited for grammar, punctuation, print style, and format. The edited articles will be peer reviewed. Page proofs will be sent to the corresponding author, which has to be returned within three days. Non response to proof copy may delay the publication of the same article, may publish proof copy article as same or may even get rejected from the JCMC.

### *Publication Frequency*

JCMC is published quarterly in March, June, September, December.

## INSTRUCTIONS TO AUTHORS

The uniform requirements and specific requirement of JCMC are summarized below. Before sending a manuscript authors are requested to check for the latest instructions available. Instructions are also available from the website of the journal. ([www.jcmc.cmc.edu.np](http://www.jcmc.cmc.edu.np))

### *Types of manuscript and word limits*

**Original Article:** Randomized controlled trials, interventional studied, studies of screening and diagnostic test, outcome studies, cost effectiveness analyses, case-control series and surveys with high response rate. Up to 2500 words excluding references (up to 30) and abstract (up to 250).

**Review Article:** Systemic critical assessments of literature and data sources. Up to 3000 words excluding references (up to >50 but <100) and abstract (up to 250).

**Medical Education:** Any article related to medical education with abstract and references, word limit may vary.

**Case Report:** new/interesting/very rare cases with clinical significance or implications can be reported. Up to 1000 words excluding references (up to 10) and abstract (up to 100), up to three photographs.

**Viewpoint:** These articles are personal views and allow you to express your own point of view on any issues relevant to health. We like these to include controversial subjects. Up to 800 words excluding reference (up to 5-8)

**Letter to the Editor:** Should be short, decisive observation. They should not be preliminary observations that need a later paper for validation. Up to 400 words and 5 references.

Limits for number of images and tables: for all the above-mentioned categories the number of images and tables should not be more than one per 500 words.

## MANUSCRIPT SUBMISSION

Manuscripts must be submitted in clear, concise English language. Please submit one original and two photocopies of the manuscript and three sets of the original figures along with a Forwarding, Authorship and Declaration letter, sample is available in the JCMC Forum. Authors also have to include a diskette (preferably CD) along with hard copies. All authors must give signed consent to publication in a letter sent with the manuscript. Note: An electronic copy of the article is mandatory through email. Authors should send their manuscripts to:

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Journal of Chitwan Medical College  
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## MANUSCRIPT PREPARATION

The manuscript must be typed double-spaced on one side only on A4 size white paper with Times New Roman Font, size of 12 points. Margins should be a minimum of 25 mm. Number each page at top right. The pages should be numbered consecutively, beginning with the title page. Each section of the manuscript should commence on a new page in the following sequence: title page and running head, structured abstract, key words, introduction, materials and methods, discussion, conclusion, acknowledgement, references, tables and figures with caption list. Particular attention should be taken to ensure the manuscript adheres to the style of the journal in all respects. Please do not use any signs for e.g. “and” for “&” or “@” signs for “at the rate” and related signs; however, you can use abbreviations used in standard text books, provided the full form has been given when it first appears in the text. The text of original articles should be divided into sections with the headings: Abstract, Key words, Introduction, Methods, Results, Discussion, References, Tables and Figure legends. For case report: Abstract, Key words, Introduction, Case Report, Discussion, Reference, Tables and Figure Legends.

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10. If the manuscript was presented as part at a meeting, the organization, place, and exact date on which it was read.
11. Registration number of clinical trials.

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## ABSTRACT

The second page should carry the full title of the manuscript and an abstract. The abstract should be structured for original articles as: Background, Method, Result and Conclusion. State the context, aims, settings and design, Materials and Methods, statistical analysis used, results and conclusions. Below the abstract should provide 3 to 8 keywords arranged alphabetically. The abstract should not be structured for a review article and case report. Do not include references in abstract.

## INTRODUCTION

Provide a context or background for the study (that is, the nature of the problem and its significance). State the specific purpose or research objective of, or hypothesis tested by, the study or observation; the research objective is often more sharply focused when stated as a question. Both the main and secondary objectives should be clear, and any prespecified subgroup analyses should be described. Provide only directly pertinent references, and do not include data or conclusions from the work being reported.

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Tables should be self-explanatory and should not duplicate textual material. Tables with more than 10 columns and 25 rows are not acceptable. Number tables, in Arabic numerals, consecutively in the order of their first citation in the text and supply a brief title for each. Type or print each table with double spacing on a separate sheet of paper. Table number consecutively in the order of their first citation in the text and supply a brief title for each. Do not use internal horizontal or vertical lines. Give each column a short or an abbreviated heading. Authors should place explanatory matter in footnotes, not in the heading. Explain all nonstandard abbreviations in footnotes, and use the following symbols, in sequence:

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