

## **GUIDELINES FOR AUTHORS**

Articles and all editorial correspondence should be sent to Editor, PAFMJ C/O Army Medical College, Abid Majeed Road, Rawalpindi.

### ***EDITORIAL***

Each editorial is written by one member of the editorial board as solicited by the editor. The editorial is scientific review on one or two of the current topics pertaining to medical sciences (preference is given to subjects pertaining to Army health problems).

### ***SUBMISSION OF ARTICLE***

#### ***Original Paper***

Manuscript must be accompanied by a certificate signed by author and all coauthors that they have seen and approved the final version of the manuscript and they have not submitted the manuscript to any other journal. All manuscript should be typed in double spacing on A-4 paper (8.25" x 11.70" = 21.0 cms x 29.70 cms) white bond paper with one inch (2.5 cms) margin on both sides. The article submitted should not exceed 2500 words (excluding references and abstract) with maximum 18-25 references and 3-5 figures or tables. If prepared on a word processor/computer, a properly protected, CD should be sent with the manuscript. Each manuscript should include:

#### ***1. Title page:***

Please give complete title as well as a short title of the article

Name of author(s)

Department(s)

Institution(s) at which work was performed

Official phone/fax no, cell no, personal e-mail address (to whom correspondence is to be addressed) in case of posting please provide new address

Shortrunning title for header

#### ***2. Structured Abstract:***

Objective

Study Design

Place and duration of study

Patients and Methods

Results

Conclusion

Keywords 3 - 10 (Medical Subject Headings - MeSH) in alphabetical order

Abstract should be of 250 words

#### ***3. Text:***

***Introduction:*** This should summarize the purpose and the rationale for the study. It should neither review the subject extensively nor should it have data or conclusions of the study.

***Patients and Methods:*** This should include exact method or observation or experiment. If an apparatus is used, its manufacturer's name and address should be given in parenthesis. If the method is established, give reference but if the method is new, give enough information so that another author is able to perform it. If a drug is used, its generic name, dose and route of administration must be given. Methodology section should contain (without headings) study design, place and duration of study, sample size, sampling technique, inclusion and exclusion criteria, data collection and analysis procedure. Statistical method must be mentioned and specify any general computer programme used. The info system used should be clearly mentioned.

***Results:*** Must be presented in the form of text, tables and illustrations. The contents of the tables should not be repeated in the text. Instead, a reference to the table number may be given. Long articles may need sub-headings within some sections (especially the results and discussion parts) to clarify their contents. Extra or supplementary materials and technical details can be placed in an

appendix where it is accessible. It may be omitted from the printed version but may be published in the electronic version of the journal.

**Discussion:** This should emphasize present findings & the variations or similarities with other work done in the field by other workers. Detailed data should not be repeated in the discussion again. Emphasize the new and important aspects of the study and the conclusions that follow from them. It must be mentioned whether the hypothesis mentioned in the article is true, false or no conclusions can be derived.

**Conclusion:** Should be in line with the objectives and results and should be same as given in abstract.

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**Acknowledgements (if any):** All contributors who do not meet the criteria for authorship should be covered in the acknowledgement section. It should include persons who provided technical help, writing assistance and departmental head that only provided general support. Financial and material support should also be acknowledged. Persons who have contributed materially but do not justify authorship can be listed as “clinical investigators” or “participating investigators” or “scientific advisors” or “critically reviewed the study proposal or collected data. Disclosure (Presentation of the article in any conference, seminar, symposium before submission to PAFMJ)

**Authors Contributions:** Authorship credit should be based on:

1) Substantial contributions to conception and design, or acquisition of data, or analysis and interpretation of data; 2) drafting the article or revising it critically for important intellectual content; and 3) final approval of the version to be published. 4) 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. Authors should meet conditions 1, 2, 3 and 4. (For details of authorship criteria kindly consult ICMJE guidelines).

Acquisition of funding, collection of data, or general supervision of the research group, alone does not justify authorship. All persons designated as authors should qualify for authorship & all those who qualify should be listed.

- Each author should have participated sufficiently in the work to take public responsibility for appropriate portions of the content.

- In case of more than one author in a manuscript, the contributions of each person listed as author in the study should be mentioned.

When a large, multi-center group has conducted the work, the group should identify the individuals who accept direct responsibility for the manuscript. These individuals should fully meet the criteria for authorship defined above and editors will ask these individuals to complete journal-specific author and conflict of interest disclosure forms. When submitting a group author manuscript, the corresponding author should clearly indicate the preferred citation and should clearly identify all individual authors as well as the group name. Other members of the group should be listed in the acknowledgements. Addition and deletion of authors may not be permitted after submission with authorship proforma duly signed.

**References: Fifty Percent References** should be **last five years** and all references listed consecutively as numerical in parentheses. The final bibliography should be in the order in which they are quoted in the text and written in Vancouver Style). References appearing in a table or figure should be numbered sequentially with those in text. DOI number of those references where it

is available. PAFMJ follows Index Medicus style for references and abbreviated journal names according to the list of Journals indexed in Index Medicus.

**Journals:** Standard journal article. (List all authors when six or less; when seven or more, list only first six and add et al)

You CH. Lee KY, Chey WY, Manguy R. Electrogastrographic study of patients with unexplained nausea, bloating and vomiting. *Gastroenterology* 1980; 79: 311-4.

Chapter in a book: Weinstein L, Swartz MN. Pathogenic properties of invading micro organisms. In: Sodeman WA Jr, Sodeman WA, eds. *Pathologic physiology: mechanisms of disease*. WB Saunders, Philadelphia 1974; 457-72.

**4. Tables and Figures:** 3-5 figures and or tables are allowed (each table, complete with legends and footnotes, should be merged in the manuscript).

**5. Proof Reading:** Final version of manuscript is sent to corresponding author for proof reading before publication to avoid any mistakes. Corrections should be conveyed clearly & Editor informed by E-mail.

**Reviews:** The purpose of a review is to provide clinicians, scientists and those in training with a clear and up to date concept of a subject of current interest. It should be very informative thoroughly referenced and easily readable with fluency of language. The text should not exceed 3-7 journal pages. For information's regarding the typing and reference style, please follow the instructions above. It should contain an unstructured abstract with 3-10 keywords (MeSH) followed by Introduction/Background and Discussion portions of the main article. Maximum word count should be from 2500 - 3000 words (excluding references and abstract) with 25 - 30 references

**Field Medicine:** It has been decided by the Editorial Board to include articles relating to various aspects of military medicine in the journal. These articles reflect various medical problems faced by the troops deployed in the field or hard areas and the preventive measures to overcome them.

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**Case Report:** Short report of cases, clinical experience, drug trails or adverse effects may be submitted. They should not exceed 700 words, 10 bibliographic references and either two concise table or one figure. The report must contain genuinely new information.

**Letters:** Opinions on topics and articles recently published in the journal will be considered for publication if they are constructive in nature and provide academic/clinical interest. These letters will be forwarded to author of the cited article for possible response. The editor reserves the right to shorten these letters, delete objectionable comments, make other changes, or take any other suitable decision to comply with the style of the journal.

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Authors are required to send letter from Institutional Review Board / Biomedical Ethical Committee / Ethical Review Committee along with Original articles, Rapid communications and Case reports.

#### **PROCESSING /PUBLICATION FEE**

Reference to GHQ letter no. 3543/242/DMS-5(b)-CPPHUJ dated 23 Aug 2017, the processing fee of Rs. 1500/- is to be paid at the time of submission of the article through demand/bank draft payable in the favour of PAFMJ-AMC account. It is further intimated that AMC/ADC officers have to pay Rs. 3500/- and the Civil authors` will have to pay Rs. 7,000/- as publication charges/fee, if the

article is accepted for publication. The publication charges for case report and short communication will be half of the above charges. (Payable before issuance of acceptance letter).

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