

## Toyama Medical Journal Instructions for Authors

### 1 Introduction

Toyama Medical Journal is the official publication of the University of Toyama Medical Association.

### 2 Types of papers

Reviews, original articles, case series, case reports, short communications and other articles which are approved by the Editorial Committee will be considered for publication.

### 3 Formatting guidelines

#### a) Article structure

Papers should be set out in the following order: title page, abstract, main text, acknowledgment, references, tables and figures. Manuscripts which are written by non-native English writer must be proofread by language services and required to provide a certificate in proofreading.

#### b) Format

Manuscripts should be prepared in A4 size and written by use of Microsoft Word software. Text should be written in double-spaced (25 lines in a page). The number of tables and figures is up to five in total.

#### c) Title page

The title page must have the category of the article (for example "original article"), the complete title of the paper, name(s) of author(s), affiliation(s), key words (up to five), running title, number of pages of text, number of tables and figures.

#### d) Abstract

Abstract must be written in 200 words and printed in double-spaced.

#### e) Main Text

Authors should use the following subheadings to divide the sections of their manuscript: Introduction, Materials and Methods, Results and Discussion. Heading in the text must be written as follows.

I, II, ……., A, B, ……., 1, 2, ……., a, b, ……., (1), (2), …….

Acknowledgments should be placed at the last section of the text.

#### f) Scientific names

Scientific names should be in italics.

#### g) Abbreviations and units

All abbreviations should be fully explained at their first occurrence in the text.

All measurements should be expressed in metric units, SI units.

[Length] m, cm, mm,  $\mu\text{m}$ , nm, Å

[Weight] kg, g, mg,  $\mu\text{g}$

[Square]  $\text{m}^2$ ,  $\text{mm}^2$

[Cubic measure]  $\text{m}^3$ ,  $\text{cm}^3$ ,  $\text{mm}^3$

[Volume] l, ml,  $\mu\text{l}$

[Mole number and concentration] mol, mmol,  $\mu\text{mol}$ , nmol, pmol, M(mol/L), Eq, N(normal), %

[Time] d, h, min, s, ms,  $\mu\text{s}$

[Temperature] °C

[Pressure] mmHg, mber

[Electricity] V(volt), A(ampere), Hz(cycles/sec)

[Radiation] Gy, Bq, Sv

[Optical isomer] d-, l-, dll

[Administration] iv, ip, im, sc, po

[Statistics] SD, SEM

[Others] g(gravity), LD<sub>50</sub>, ED<sub>50</sub>

#### h) Reference

In the text, references should be cited using superscript Arabic numerals in the order in which they appear. If the work has equal to or more than five authors, list the first three authors followed by et al. The reference list should be written following the examples given below. Journal names should be abbreviated according to INDEX MEDICUS.

##### Journal articles

1) Kamimura K., Takatsu T. and Ahmed A.: A survey of mosquitoes in Karachi area, J Pak Med Assoc. 36: 181-188, 1986.

##### Book

2) Nakata T. and Katayama T.: Changes in human adrenal catecholamines with age. In: Urology (Jardan A. ed.) : 404-406. International B'Urologie, Paris, 1986.

#### i) Figures and tables

All figures and tables should be cited in text in consecutive numerical order. The printout of them should be attached in order after the last page of the text. Each table and figure should not extend beyond

one page.

#### 4 Peer review and acceptance

Every article has been peer reviewed by 2 blinded reviewers. Acceptances are decided by the Editorial Committee of Toyama Medical Journal.

#### 5 Proofreading

The purpose of the proof is to check for typesetting or conversion errors. Substantial changes in content are not allowed.

#### 6 Publication charges and reprints

Page charges: ¥ 10,000 for a page. Color prints are

available for extra charges. Reprints are not provided to authors. A PDF version of the article is available at University of Toyama Repository for Academic Information (<https://toyama.repo.nii.ac.jp/>).

#### 7 Submission of manuscripts

Authors should send a PDF version of the manuscript to the Editorial Committee of Toyama Medical Journal, 2630 Sugitani, Toyama 930-0194 (E-mail: [tmjed@med.u-toyama.ac.jp](mailto:tmjed@med.u-toyama.ac.jp)).