

Instructions to Authors

Authors are advised to read these instructions carefully. Adhering to the format of the journal guidelines will facilitate and limit the time needed for the processing of the paper.

Types of papers

Please specify the type of paper submitted for publication. The journal accepts the following categories: original articles, short communications, case reports, review articles, letter to the editor, medical news and quiz cases relevant to medical education.

Covering letters

1. Should specify the type of paper according to the first paragraph of this document.
2. If the authors wish, they can include in the covering letter information on related publications.
3. All authors should sign the covering letter.
4. Address all correspondence to:-

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4. All authors have made a substantial contribution to the work submitted e.g. conception and design, experimental work or clinical studies, analysis and interpretation of data, drafting and critical editing. Contributions such as obtaining material or other support does not justify authorship.
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7. All papers published by the journal will be KMJ copyright.
8. Please also supply information or related papers in press or submitted for publication elsewhere.

The manuscript

1. Use of English Language according to Oxford English Dictionary style.
2. Formatting the manuscript: should be typed, double spaced, with margins not less than 3 cm.
3. The title should not be more than 100 characters and spaces.
4. The abstract should not be more than 250 words presented as follows: objectives or background – about 50 words, methods about 60 words, results about 60 words and conclusion about 60 words.
5. System of international units should be used. Equivalents may be given in parenthesis. Symbol and abbreviations: A Guide for Biological and Medical Editors and Authors, 5th Edition, 'London, Royal Society of Medicine Press 1999'.
6. Tables should be on separate pages.
7. Legends for tables and figures should be submitted separately.
8. Please supply two hard copies of manuscript, tables and figures as well as a digital copy which may be sent through the e-mail.

Illustrations

1. Illustrations should be kept to the minimum. Illustrations in color are acceptable; however, an extra charge may be required to be paid by authors.
2. Care should be taken that illustrative material may have to be reduced in size to fit pages or columns. It is recommended that the size of figures to be about 12.5x20 cm.
3. All illustrations should be numbered on the reverse side and the top of the figure indicated.
4. Graphics should be clear, camera-ready and all

symbols explanations included on the figure or in the legend.

5. Permission to reproduce illustrations or tables should be obtained by the authors and submitted with the manuscript.

Statistical analysis

1. Statistical methods used should be clearly identified and if necessary described.
2. Means and standard errors of the mean and P values should be given to two decimal places.

References

1. Please use the Vancouver Style as shown below.
2. References should be listed numerically by order of their appearance in the text.

The Vancouver Style of Reference Formatting

With the growth of medical knowledge and research, it had become necessary that the formatting of reference citation both within the text of scientific writing and in reference lists should be widely agreed. The first steps to establish a uniform system for formatting manuscripts and references were begun by the Conference of Biological Editors in 1960. The International Committee of Medical Journal Editors (CMJE) held a meeting in Canada in 1979 to launch a uniform style of reference formatting for medical journals and proposed the Vancouver Style. Since then the major medical journals have adopted the 'Uniform requirements for manuscripts submitted to biomedical journals'⁽¹⁾, a common style for presentation of papers for publication.

- The justification of an internationally accepted style of reference citation can be summarized as follows:-
- Correct and complete referencing of scientific and medical publications is an essential component of the 'scientific method' when recording the outcome of research.
- To facilitate formatting scientific papers for more efficient peer reviews and publications.
- An unambiguous system of referencing allows other researchers and reviewers of manuscripts to access the cited literature to validate claims and arguments.

- To successfully secure research funding, the research proposal including the existing literature on which it is based should be convincing and easily accessed by reviewers.
- Uniform and complete citation formats facilitates quotation and reference compilation for researchers and postgraduate students.

The following is a summary to supplement the Instructions to Authors for referencing of manuscripts submitted to KMJ. It is based on the Vancouver Style and is the preferred referencing format for writing of dissertations, theses and other referenced writing in the Faculty of Medicine, University of Khartoum:-

1. References should be numbered consecutively throughout the text in the order in which they appear.
2. No references should be included in the abstract.
3. Identify references in the text, tables and legends by numerals in parenthesis e.g. (1), (2,3) or (3-6).
4. When citing authors in the text, acknowledge only the first author where there are three or more authors, e.g. Smith et al (1998) stated that(1).
5. Where there are two authors cite both, e.g. Adam and Ehsan (2003) reported that(2). Note that numerals in parenthesis at the end of a sentence are written before the full stop.
6. The list of references should begin on a new page and given the numbers which indicate order of citation.
7. All authors should appear in the list of references i.e. all references are listed in full.
8. Where more than 6 authors are registered, write the first 3 authors followed by et al.
9. The order of author/s initials, punctuation, title of article, year, journal title – in accepted abbreviated form, volume and page numbers, constitute a full reference citation. The following are examples of commonly used reference sources:

Reference in journals

General format including punctuation,

Author/s, title of article, title of journal (in italics with no full stops), year; volume number: page numbers.

e.g. Rose ME, Huerbin MB, Melick J, JK et al. Regulation of interstitial excitatory amino acid concentrations after cortical contusion injury. *Brain Res* 2002; 935: 40-6.

References in books

Author(s) of a book

General format including punctuation.

Author(s) Title: sub-title. Edition. Place of publication: Publisher; Year

e.g. Guyton AC, Hall JE. *Textbook of Medical Physiology*. 10th Ed. Philadelphia: Saunders; 1990.

Author(s) of a chapter in a book

General format including punctuation

Author(s) of the chapter. Title: sub-title of chapter. In: Author(s) (or editors) of the book. Title: sub-title of book. Place of publication: Publisher; Year; page numbers.

Elmunshid HA. Special senses. In: Sukkar MY, Elmunshid HA, Ardawi MS, editors. *Concise Human Physiology* 2nd Edn. Oxford: Blackwell Science; 2000.p.401-23.

Reference on-line

Example (from The Michener Institute for Applied Health Sciences, Learning Resource Centre: Irc@ michenere.ca).

Book on the Internet

Foley KM, Gelband H, editors. *Improving palliative care for cancer* [monograph on the Internet]. Washington: National Academy Press; 2001 [cited 2002 Jul 9]. Available from: <http://www.nap.edu/books/0309074029/html/>.

Internet homepage/website

Cancer-Pain.org [homepage on the Internet]. New York: Association of Cancer Online Resources, Inc.; c2000-01 [updated 2002 May 16; cited 2002 Jul 9]. Available from: <http://www.cancer-pain.org>.

For a fuller range of examples of citation from other sources of references, there are innumerable sites on the internet. Please also consult the publications cited in KMJ instructions to authors and the references cited below:-

1. Uniform requirements for manuscripts submitted to biomedical journals: writing and editing for biomedical publication [home-page on the Internet]. Philadelphia, PA: International Committee of Medical Journal Editors; [updated 2003 Nov; cited 2004 Oct 9]. Available from: <http://www.icmje.org/>.
2. Style manual for authors, editors and printers. 6th Ed. Milton, Qld: John Wiley & Sons; 2002.