

General Information

1. Journal of Neurointensive Care (JNIC) is the official journal of the Korean Neurointensive Care Society and published biannually ((the last day of April and October). This Journal publishes important papers covering the whole field of neurosurgical intensive care unit, including studies in neuroscience, neurology, and molecular biology. Studies on rare cases and technical notes of special instruments or equipment that might be useful to the field of neurosurgical intensive care are also acceptable. Drawing upon the expertise of an interdisciplinary team of physicians from neurosurgery, neurology, anesthesiology, critical care, and nursing backgrounds, (JNIC) covers all aspects neurosurgical intensivists need to be aware of in order to provide optimal patient care.

2. It should be assured that authors must not simultaneously submit an identical or similar paper for publication elsewhere. Multiple publication is acceptable only in the case of meeting the criteria of Uniform Requirements for Manuscripts Submitted to Biomedical Journals (Ann Intern Med 108: 258-265, 1988). Manuscripts must be prepared in accordance with Uniform requirements for Manuscripts submitted to Biomedical Journal developed by International Committee of Medical Journal Editors (February 2006).

3. All manuscripts must be written in English. Authors should minimize the use of English abbreviations. Spell out all abbreviations at first occurrence, and then introduce them by placing the abbreviation in parenthesis after the term being abbreviated. Abbreviation should be avoided as possible as one can. When it is used, full expression of the abbreviation following abbreviated word in parentheses should be given at first use. All units should be given in metric system (The International System of Units: SI units).

Submission of Manuscript

1. Authors are requested to submit their papers electronically by using online manuscript submission system(<http://submit.e-jnic.org>). This site will guide authors stepwise through the submission process.

2. Upon submission of a manuscript, authors should upload author checklist and copyright transfer agreement form (<http://e-jnic.org/authors/authors.php>).

3. The list of the authors in the manuscript should include only those who were directly involved in the process of the work. Authors can refer to the guideline by Harvard University in 1999 to find details on authorship(<http://www.hms.harvard.edu/integrity/authorship.html>).

4. The editorial board will make a decision on the approval for publication of the submitted manuscripts, and can request any further corrections, revisions, and deletions to the article text if necessary.

5. The price for all work requiring review, publishing, and re-printing of the paper will be determined by the editorial board.

Manuscript Preparation

All manuscripts should be written in English using in 11 points Arial font and double-spaced.

1. Publication type

JNIC publishes editorials, reviews, original articles including clinical and laboratory research, case reports, letters to the editor and etc. Please review the below article type specifications including the required article lengths, illustrations, table limits and reference counts. The word count excludes the title page, abstract, tables, acknowledgements, contributions and references. Manuscripts should be as succinct as possible. Any article longer than these limits should be discussed with the editor.

a) Editorials

Editorials are invited perspectives dealing with very active fields of research, hot interest, fresh insights, and debates.

Word count: up to 1,000 words

Tables and figures: at editorial discretion

References: up to 10, ideally 5

b) Review articles

The authors and topics for review articles will be selected by

the editorial board and review articles should also undergo the review process. Manuscripts include titlepage, unstructured abstract and keyword, main text (introduction, manuscript body, conclusion), conflict of interest, acknowledgements (if necessary), references, tables, figurelegends, and figures.

Abstract: 200 words

Word count: up to 3,000 words

Tables and figures: up to 7

References: 40

c) Original articles

Original articles should contain the results of clinical or basic research and should be sufficiently well documented to be acceptable to critical readers. The manuscript for an original article should be organized in the following sequence: title page, structured abstract and keywords, main text (introduction, methods, results, discussion, conclusion), conflict of interest, acknowledgements (if necessary), references, tables, figure legends, figures, and supplementary data.

Abstract: Structured, 250 words

Word count: up to 3,500 words

Tables and figures: up to 7

References: 30

d) Case reports

Case reports will be published only in exceptional circumstances, when they illustrate a rare occurrence of clinical importance. These manuscripts should be organized in the following sequence: title page, unstructured abstract and keywords, introduction, case report(s), discussion, conclusion, acknowledgments, references, tables, figure legends, and figures.

Abstract: 150 words

Word count: 1,500 words

Tables and figures: up to 5

References: 10

e) Letters to the editor

Authors can submit a sound critic or opinion for the specific article published in the journal, topic of general interest regarding neurosurgical intensive care, personal view on a specific scientific issue, departmental announcements or changes, or other information of the clinical fields.

Word count: 1,000 words

Tables and figures: up to 2

References: 10

f) Special article

Special articles are devoted to providing updated reports by specialists in various fields or significant issues (e.g., history of the field) for the members of the society. The authors and topics of special drafts will be assigned and specially requested by the editorial board. The authors' views in special drafts will be respected as much as possible.

g) Other Publication Types

Other publication types may be accepted. The recommended format should be discussed with the Editorial Board.

2. Manuscript format

Authors should refer to "Uniform Requirements for Manuscripts Submitted to Biomedical Journals" (<http://www.icmje.org/about-icmje/faqs/icmje-recommendations/>). The article should be organized in the order of title, abstract (Objective, Methods, Results, and Conclusion sections should be included in laboratory investigation or clinical article but are not necessary in other types of studies), key words, introduction, materials and methods, results, discussion, conclusions, references, tables, and figures or illustrations. In case reports, materials and methods and results can be replaced with cases.

1) Title page

The title page should be composed of external and internal title pages.

- a) The external title page should contain the article title, and full names of all authors with their institutional affiliations in English. The type of manuscript (Original Article, Case Report or Case series, Technical report, Letter to editor, etc.) should be also addressed. When the work includes multiple authors with different affiliations, the institution where the research was mainly conducted should be spelled out first, then be followed by foot notes in superscript Arabic numerals beside the authors' names to describe their affiliation in a consecutive order of the numbers. Then, mark the running head as not to exceed 50 characters in English. The external title page should also contain the address, TEL. and FAX. numbers, and e-mail address of the corresponding author at the bottom of the page, as well as information on the previous presentation of the manuscript in conferences and funding resources, if necessary.
- b) The internal title page should only contain the article title in English. The internal title page must not contain any information on the names and affiliations of the authors.

2) Abstract and Keywords

All manuscripts must contain an abstract. A list of Key Words, with a maximum of six items, should be included at the end of the abstract. The selection of Key Words should be based on Medical Subject Heading (MeSH) of Index Medicus and the Web site (<http://www.nlm.nih.gov/mesh/MBrowser.html>). The abstract should include brief descriptions on the objective, methods, results, and conclusion as well as a detailed description of the data. An abstract containing 250 words or less is required for original articles, 200 words for review articles and 150 words for case. Abstracts for Laboratory Investigation and Clinical Article should begin with the statement of the paper's purpose and end with conclusions. Abstracts for other types of papers should begin with a brief and clear statement of the paper's purpose and be followed by appropriate details that support the conclusions of the paper.

3) Introduction

The introduction should address the purpose of the article concisely and include background reports mainly relevant to the purpose of the paper (detailed review of the literature should be addressed in the discussion section).

4) Materials and Methods

Materials and Methods section should include sufficient details of the design, objects, and methods of the article in order, as well as the data analysis strategies and control of bias in the study. Enough details need to be addressed in the methodology section of an experimental study so that it can be further replicated by others. When reporting experiments with human subjects, the authors should indicate whether they received an approval from the Institutional Review Board for the study. When reporting experiments with animal subjects, the authors should indicate whether the handling of the animals was supervised by the research board of the affiliated institution or a similar one. Photographs disclosing patients must be accompanied by a signed release form from the patient or family permitting publication. We endorse the principles embodied in the 'Declaration of Helsinki' and expect that all investigations involving human materials have been performed in accordance with these principles. For animal experiment, 'the Guiding Principles in the Care and Use of Animals' approved by the American Physiological Society must be observed. Explanation of the experimental methods should be concise and sufficient for repetition by other qualified investigators. Procedures that have been published previously should not be described in detail. However, new or significant modifications of previously published procedures need full descriptions. The sources of special chemicals or preparations should be given along with

their location (name of company, city and state, and country). Method of statistical analyses and criteria of significance level should be described. In Case Reports, case history or case description replace the Materials and Methods section as well as Results section.

Please inform us the approved number of IRB when you submit the manuscript.

5) Results

The authors should describe logically their results of observations and analyses performed using methodology given in the previous section and provide actual data. For biometric measurements in which considerable amount of stochastic variation exists a statistical treatment should be used in principle. The result section should include solely the findings of the current study, and not refer to previous reports. While an effort should be made to avoid overlapping descriptions by Tables and by main text, important trends and points in the Table should be described in the text. Experimental results should be described using Arabic numbers and the SI unit system.

6) Discussion

Discussions about the findings of the research and interpretations in relation to other studies are made. It is necessary to emphasize the new and critical findings of the study, not to repeat the results of the study presented in the previous sections. The meaning and limitation of observed facts should be described, and the conclusion should be related to the objective of the study only when it is supported by the results of the research. It is encouraged for the authors to use subheadings in the discussion section so that the readers can follow the logical flow of the authors' thought.

7) Conclusion

The conclusion section should include a concise statement of the major findings of the study in accordance with the study purpose.

8) References

- a) Only references cited in text must appear in the reference list and marked in the form of superscript at the end of the sentences they were used in text (example: reference^{11,15,18}).
- b) All references should be alphabetized by the first author's last name.
- c) When a work has six or less authors, cite the names of all authors. When a work has over six authors, cite the first six authors' name followed by "et al." Abbreviations for journal titles should be congruent with the style of Index Medicus. A

journal title with one word does not need to be written out in abbreviation. The styles of references are as follows:

Journal

1. Dávalos A, Pereira VM, Chapot R, BonaféA, Andersson T, Gralla J, et al. Retrospective multicenter study of solitaire FR for revascularization in the treatment of acute ischemic stroke. *Stroke* 2012;43:2699–2705.

Website

1. World Health Organization, The International Spinal Cord Society. International perspectives on spinal cord injury. Geneva, CH: World Health Organization, 2013(http://apps.who.int/iris/bitstream/10665/94192/1/WHO_NMH_VIP_13.03_eng.pdf?ua=1) [Accessed October 1, 2018]

Book

1. Conover WJ: Practical Nonparametric Statistics, ed 2. New York: Jon Wiley & Sons; 1971. p. 216-218.

Article in a Book

1. Ojemann RG: Surgical management of bacterial intracranial aneurysms in Schmideck HH, Sweet HH (eds): Operative Neurosurgical Techniques. Indications, Methods and Results, ed 2. Orlando: Grune & Stratton; 1988. p. 997-1001

9) Tables, figures, and illustrations

Tables and figure legends should be included below the references pages at the end of the paper, but figures should be submitted separately from the text of paper. Table should be simple and should not duplicate information in figures. Title all tables and number them with Arabic numerals in the order of their citation. Type each table on a separate sheet. Describe all abbreviations. Each column should have an appropriate heading, and if numerical measurements are given, the unit should be added to column heading. The significance of results should be indicated by appropriate statistical analysis. Table footnotes should be indicated with superscript markings. When remarks are used to explain items of the table, the markers should be given in the order of *, †, ‡, §, ||.

Each figure should be submitted as a separate file, with the figure number as the file name (i.e. Fig1.jpg). When a figure is composed of more than 2 parts, authors should combine the figure in the correct orientation. Separate files without embedded labels should be submitted only if the Editorial board requests them after the peer review. Authors should submit figures in black and white if they want them to be printed in black and white. Authors are responsible for any additional costs

of producing color figures.

The files should have following resolutions for printing: line art at 300 dpi, combination half-tones at 300 dpi, and half-tones (gray scale or color without type or lettering) at 300 dpi. If the quality of the photographs is considered as inappropriate for printing, re-submission of them can be requested by the journal. Tables, graphs, figures, and photographs should be used only when necessary.

Publication

Once a manuscript is accepted for publication by the journal, it will be sent to the press, and page proofs will be sent to authors. Authors must respond to the page proofs as soon as possible after making necessary corrections of misspellings, and the location of the photographs, figures or tables. Authors can make corrections for only typing errors and are not allowed to make any author alteration or substantive changes of the text. Proofs must be returned to the press within 72 hours of receipt. No response from the authors within this time frame will lead to the publication of the proof read without corrections, and the editorial board is not responsible for any mistakes or errors occurring in this process.

Post-Publication Discussion and Corrections

The post-publication discussion is available through letter to the editor. If any readers have a concern on any articles published, they can submit letter to the editor on the articles. If there are any errors or mistakes in the article, it can be corrected through errata, corrigenda, or retraction.