

GUIDELINES FOR AUTHORS

The Journal of Sleep Medicine (JSM) is the official publication of the Korean Sleep Research Society. General Information

■ General Information

1. Authorship

JSM recommends that authorship be based on the following four criteria produced by the ICMJE:

- 1) Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND
- 2) Drafting the work or revising it critically for important intellectual content; AND
- 3) Final approval of the version to be published; AND
- 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.

2. Publication Ethical Policy

Authors should specify in the manuscript whether ethical standards were followed in their research. The policies on the research and publication ethics of the JSM comply with the “Good Publication Practice Guidelines for Medical Journals” (http://kamje.or.kr/publishing_ethics.html). Research involving human subjects must comply with the principles of the Declaration of Helsinki (1964). All manuscripts involving experimental investigation in human or animal subjects should be approved by the Institutional Review Board for human or animal research, and the appropriate informed consent procedures must be performed for human subjects.

3. Conflict of Interest

Authors should disclose any financial or other interests that could be perceived as inappropriately influencing the author’s judgment.

4. Copyright Transfer

The copyright of published manuscripts is held by the Korean Sleep Research Society. Published data, tables, or figures cannot be reproduced elsewhere for commercial purposes without permission from the copyright holder. All authors must agree and sign the “author consent form” regarding copyright transfer agreement, conflict of interest, and ethical statement, which can be downloaded from the JSM online submission page (<https://www.e-jsm.org/>).

■ Manuscript Preparation

JSM publishes manuscripts pertaining to a wide spectrum of clinical and translational investigations in sleep research. Authors should follow the recommendations for the conduct, reporting, editing, and publication of scholarly work in medical journals (available from <http://www.icmje.org/about-icmje/faqs/icmje-recommendations/>). The manuscript can be written in Korean or English.

1. General Style

JSM publishes Original Article, Reviews, Case Report, Pictorial Essay, and Letter to the Editor.

1.1. Original Article

Original Articles present original research findings in the fields of sleep medicine and science. Original Articles should include:

- (i) Title page: Title, authors’ affiliation, and corresponding author’s affiliation should be included.
- (ii) Main body (Do not include authors and authors’ affiliations): The main body should be prepared in the order of Title, Abstract, Introduction, Methods, Results, Discussion, Acknowledgment, Conflict of Interest, Author Contributions, and References. Abstracts should not exceed 250 words, and references should not exceed 45 references. Keywords are limited to six or fewer.
- (iii) Table and Figure: Tables and Figures must be numbered consecutively in the order in which they are cited in the manuscript.

1.2. Review

Reviews present a review focusing on a specific sleep-related topic. The editorial board can select or request a topic or author for publication. Reviews should include a Title page, Main body (Title, Abstract, Introduction, Main text, Conclusion, Acknowledgment, Conflict of Interest, Author Contributions, and References), and Tables and Figures. Abstracts should not exceed 250 words, and references should not exceed 60 references. Keywords are limited to six or fewer.

1.3. Case Report

Cases with unusual presentation, diagnosis, treatment, or first cases can be presented. The report should elaborate on the focus and not be redundant. Case Reports should include a Title page, Main body (Title, Abstract, Introduction, Case Report, Discussion, Acknowledgment, Conflict of Interest, Author Contributions, and References), and Tables and Figures. Abstracts should not exceed 150 words, and references should not exceed 10 references. Keywords are limited to three or fewer. The total number of tables and figures should not exceed three.

1.4. Pictorial Essay

Pictorial Essays aim to provide and discuss interesting images. One or two images can be presented with a case discussion. The image legend should not exceed 50 words, and the case discussion should not exceed 200 words. The references are limited to three references.

1.5. Letter to the Editor

Letters to the Editor are for opinions on and constructive criticism of recent publications in the JSM or opinions about areas of emerging interest or controversies in the field. A letter should not exceed 500 words. The references are limited to five references.

2. Manuscript

2.1. Title

The title should be short and convey the author’s point. Titles should be limited to 40 words in Korean and 20 words in English. For English

titles, the first letters of nouns and adjectives should be capitalized. A running title should be written in English and should not exceed 40 characters, including spaces.

2.2. Title Page

The title page is considered the first page of the manuscript. It should contain the title and authors' information. The authors' affiliations should be written in consecutive order using superscript numbers. The corresponding authors' information should include name, address, phone number, fax number, and e-mail address.

2.3. Abstract

The abstract should be written in English. The abstract in Original Articles should be structured as follows: Objective, Methods, Results, and Conclusions. Reviews and Case Report should organize the abstract in a paragraph. Pictorial Essays and Letters to the Editor do not require an abstract. References should not be cited in the abstract.

2.4. Keywords

Keywords are listed after the abstract; they should be selected from the Medical Subject Headings (MeSH) of Index Medicus.

2.5. Main Body

(i) Introduction

State the purpose of the study with relevant background description.

(ii) Methods

Describe in sufficient detail, including plan, subjects, and methods, so that the work can be reproduced. Logically describe how the patient's diagnosis was confirmed and how the data were analyzed. For instruments and pharmaceuticals, the manufacturer, city, and country should be stated in parentheses. All studies must indicate that they have been approved by an Institutional Review Board for human or animal research and that appropriate informed consent has been obtained from human subjects.

(iii) Results

Describe the results clearly and in logical order. In the case of experiments involving biological measurements with large variations, statistical analysis is required. A detailed description of tables is not required, but important points can be briefly described.

(iv) Discussion

Concisely interpret the results and relate them to previous work in the field. The results related to the purpose of the reported study should be clearly described. Do not rewrite the results but emphasize significant and important research results. Discuss the significance and limitations of this study.

(v) Acknowledgment

List people who have made substantial contributions to the research and/or manuscript (e.g., study conduct, data collection, data analyses, and writing or editing assistance), but who do not fulfill authorship criteria. All persons listed in the Acknowledgments should provide the corresponding author with permission to be named in the manuscript. If there is nothing to disclose, declare "None." Authors should enter the sources of funding for a study when submitting an article in the submission system.

(vi) Conflict of Interest

Authors should disclose any financial or other interests that could be perceived as inappropriately influencing the author's judgment. If there is nothing to disclose, declare "None."

(vii) Author Identification

All authors should enter their Open Researcher and Contributor ID (ORCID) identifiers when submitting an article in the submission system.

(viii) Author Contributions

The contributions of all authors must be described. List the initials of the authors who made at least one key contribution. Examples of authors' contributions are as follows: conceptualization, data curation, formal analysis, funding acquisition, investigation, methodology, project administration, resources, software, supervision, validation, visualization, writing—original draft, and writing—review and editing.

(ix) References

References should conform with the guidelines specified in the "Uniform Requirements for Manuscripts Submitted to Biomedical Journals—Vancouver style."

- References should be written in English.
- References should be numbered serially in the text using superscript unparenthesized Arabic numerals.
- When three or more references are cited at one place in the manuscript, a hyphen should be used to join the first and last numbers of a series; commas should be used without spaces to separate other parts of a multiple-reference citation (e.g., ³⁻⁵ or ^{3-5,7}).
- Provide all authors' names when fewer than six; when six or more, list the first three followed by "et al."
- For journal names, use abbreviations as listed in the Index Medicus in italics.
- Personal communications, unpublished observations, and submitted manuscripts are not legitimate references for publication. They must be cited in the text only as follows: Kim SB (personal opinion) or Kim SB (unpublished observation).
- "In press" citations must have been accepted for publication and the name of the journal or book publisher must be included.

Sample References

<Journal article>

- 1) Dempsey JA, Veasey SC, Morgan BJ, O'Donnell CP. Pathophysiology of sleep apnea. *Physiol Rev* 2010;90:47-112. <https://doi.org/10.1152/physrev.00043.2008>.
- 2) Kim J, In K, Kim J, et al. Prevalence of sleep-disordered breathing in middle-aged Korean men and women. *Am J Respir Crit Care Med* 2004;170:1108-1113. <https://doi.org/10.1164/rccm.200404-519OC>.
- 3) Marshall NS, Wong KK, Phillips CL, Liu PY, Knuiman MW, Grunstein RR. Is sleep apnea an independent risk factor for prevalent and incident diabetes in the Busselton Health Study? *J Clin Sleep Med* 2009; 5:15-20. <https://doi.org/10.5664/jcsm.27387>.

<Book>

- 1) Wyllie E. *The treatment of epilepsy*. 2nd ed. Baltimore: Williams & Wilkins, 1997;97-98.

<Book chapter>

1) Calne CB, Duvoison RFC, McGeer E. Speculation on the etiology of Parkinson's disease. In: Hassler RG, Christ JF. *Advances in neurology*. 2nd ed. Vol. 40. New York: Raven Press. 1984;353-360.

<Website>

1) Alliance for Solid-State Illumination Systems and Technologies (ASSIST). Flicker parameters for reducing stroboscopic effects from solid state lighting systems [Internet]. Troy, NY: Lighting Research Center; 2012;1-10 [cited 2021 Jan 3]. Available from: <http://www.lrc.ppi.edu/programs/solidstate/assist/recommends/flicker.asp>

2.6. Tables

Tables must be submitted as a separate file. Tables, including titles and legends, should be written in English. The title should be written as a phrase. The legend should be written in sentences. The table must be self-contained and comprehensible, without referring to the manuscript. Tables should be numbered consecutively in the order in which they are cited in the manuscript. Tables should appear as "Table" followed by a number after a space (e.g., Table 1). Tables should include at least four rows and should be less than one page. All abbreviations used in a table must be defined below the table (e.g., FT, frontotemporal; PO, parietooccipital). For footnotes, the following symbols should be used in the indicated sequence: *, †, ‡, §, ||, ¶, **, ††, ‡‡.

2.7. Figures

Figures must be submitted as separate files saved in a JPEG, TIFF, or PPT format. Figure titles and legends should be written in English. The title should be written as a phrase. The legend should be written in sentences. Figures must be self-contained and comprehensible without referring to the manuscript. Figures must be numbered consecutively in the order in which they are cited in the manuscript. Figures should appear as "Fig." followed by a number after a space (e.g., Fig. 1). When more than two images are included in one figure, each image should be labeled with an uppercase letter (e.g., Fig. 1A and B; Figs. 1 and 2). All abbreviations used in a figure must be defined in the figure caption. (e.g., FT, frontotemporal; PO, parietooccipital). For footnotes, the following symbols are used in the indicated sequence: *, †, ‡, §, ||, ¶, **, ††, ‡‡.

2.8. Manuscript Format

Translation of medical terms in Korean manuscripts follows recommendations from the Korean Medical Association. If no proper medical terminology can be found, nouns, drug names, units, etc., can be used in the original language. If the translated term needs the original language for further clarification, the original language should be written in parentheses when the term first appears; subsequently, only the translated term should be used. Please limit the use of abbreviations. When abbreviations are used, they should be spelled out in parentheses when first used in the article. Numbers should be given as Arabic numerals, and units should follow the International System of Unit (SI).

Review Process

The Editor-in-Chief and Associate Editors first review the submitted manuscript to determine if it is suitable for review and publication. The editorial board can immediately reject in cases of 1) unrelated topics to the aims and scopes of JSM, 2) manuscripts that do not follow the author's instructions, or 3) insufficient quality, novelty, or importance to warrant publication. The selected manuscripts are then reviewed by two peer reviewers. A third reviewer may be selected if there are conflicting recommendations. Reviews are blinded to the authors' information.

Proofreading

After acceptance of all manuscripts, page proofs will be sent to the corresponding author for review and approval. The authors are responsible for conciseness, clarity, grammar, and spelling, but major editing is not allowed. The editorial board can make minor revisions before publication.

Submission

To submit a manuscript, please visit: <https://submit.e-jsm.org>. Manuscripts are published in JSM at no cost to the authors.