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Manuscripts to the *Annals of Surgical Treatment and Research* (*Ann Surg Treat Res*) should be written in English according to the instructions for authors. If the details are not described below, the style should follow the Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Writing and Editing for Biomedical Publications available at International Committee of Medical Journal Editors (ICMJE) website (<http://www.icmje.org>).

Research and publication ethics
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RESEARCH AND PUBLICATION ETHICS

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Author and authorship

An author is considered as an individual who has made substantive intellectual contributions to a published study and whose authorship continues to have important academic, social, and financial implications. The ICMJE has recommended the following criteria for authorship: (1) substantial contributions to conception and design, acquisition, analysis, and interpretation of data; (2) drafting the article or revising it critically for important intellectual content; (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. Authors should meet criteria 1, 2, 3, and 4. These criteria are applicable to those journals that distinguish the authors from other contributors.

Duplicate publication

Manuscripts are only accepted for publication in journals if they have not been published elsewhere. Manuscripts published in this journal should not be submitted for publication elsewhere. If the author(s) wishes to obtain a duplicate or secondary publication for various other reasons, such as for readers of a different language, he/she should obtain approval from the editors-in-chief of both the first and second journal.

Conflict of interest

Conflict of interest exists when an author (or the author's institution), reviewer, or editor has financial or personal relationships that inappropriately influence his/her actions (such relationships are also known as dual commitments, competing interests, or competing loyalties). All authors should disclose their conflicts of interest, i.e., (1) financial relationships (such as employment, consultancies, stock ownership, honoraria, paid expert testimony), (2) personal relationship, (3) academic competition, and (4) intellectual passion. These conflicts of interest must be included as a footnote on the title page or in the acknowledgement section. Each author should certify the disclosure of any conflict of interest with his/her signature.

Protection of privacy, confidentiality, and written informed consent

The ICMJE has recommended the following statement for the protection of privacy, confidentiality, and written informed consent: The rights of patients should not be infringed without written informed consent. Identifying details should not be published in written descriptions, photographs, and pedigrees unless it is essential for scientific purposes and the patient (or his/her parents or guardian) provides written informed consent for publication. However, complete patient anonymity is difficult to achieve; therefore, informed consent should be obtained in the event that anonymity of the patient is not assured. For example, masking the eye region of patients in photographs is not adequate to ensure anonymity. If identifying

characteristics are changed to protect anonymity, authors should provide assurance that alterations do not distort scientific meaning and editors should take note of this. When informed consent has been obtained, it should be indicated in the published article.

Protection of human and animal rights

While reporting experiments that involve human subjects, it should be stated that the study was performed according to the Helsinki Declaration (<http://www.wma.net/en/30publications/10policies/b3/index.html>) and approved by the Research Ethics Committee (REC) or the Institutional Review Board (IRB) of the institution where the experiment was performed. A written informed consent should be obtained from all subjects. In the case of an animal study, a statement should be provided indicating that the experiment process, such as the breeding and the use of laboratory animals, was approved by the REC of the institution where the experiment was performed or that it does not violate the rules of the REC of the institution or the NIH Guide for the Care and Use of Laboratory Animals (Institute of Laboratory Animal Resources, Commission on Life Sciences, National Research Council, <http://www.nap.edu/readingroom/books/labrats/index.html>). The authors should preserve raw experimental study data for at least 1 year after the publication of the paper and should present this data if required by the editorial board.

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PUBLICATION TYPES

Topics include original articles, case reports, review articles, technical advances and letters to the editor and how I do it in the field of surgery.

Original articles: These include basic or clinical studies that are scientifically sound and original. The content should be helpful for the diagnosis and treatment of surgical diseases.

Case reports: These are clinical cases that are rarely reported or make a significant contribution to diagnosis and treatment.

Reviews: Review articles are usually invited. However, a review can be submitted if the content is well organized and well written.

Technical advance: These articles deal with a new experimental or computational method, test or procedure that are helpful regarding surgical procedures or with any novel surgical technique. The article must describe a demonstrable advance on what is currently available. The method needs to have been well tested and ideally, but not necessarily, used in a way that proves its value.

Letters to the editor: These submissions include comments on published articles or opinions on hot issues in surgery.

How I do it: These are video clips related to surgery and advanced surgical technique, submitted for placement only on the Journal website. The video may be up to 10 minutes in duration. Invited video may be longer at the discretion of the editors. For high resolution and quality, video dimensions must be at least 640x480 or higher. The video must include audio narration explaining the procedure. Audio and text on the video must be in English. The available video formats are Windows Media Player (.WMV), MPEG (.MPG, .MPEG), Audio Video Interleave (.AVI), and Quicktime (.MOV). The video must also be in the NTSC format. If the article is accepted for publication, the video will be digitized and permanently archived on the *Ann Surg Treat Res* website.

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MANUSCRIPT PREPARATION

Original articles

The manuscripts for original articles should be organized in the following order: title page, abstract, main text, conflict of interest, acknowledgement, references, tables, figure legends, and figures. Pages are numbered consecutively, beginning with the abstract as page 1.

Preferred file formats

Preferred file formats for the main text and tables are .doc, .docx or .rtf. The file format of figures should be .ppt, .jpg or .tif. The manuscript should be double spaced on 21.0×29.7 cm (A4) paper with 3.0-cm margins at the top, bottom, and left. Standard font size is 12 pt.

Title page

Please state the title of the article, full name of each author, authors' affiliations, and running title. Also include the name, postal address, telephone, FAX, and e-mail of the corresponding author, and the place and date of any scientific meetings where the material may have been presented. The running title must

be within 10 words in English.

Abstract

The word count should not exceed 250 words in a structured format (see below). Neither the authors' names nor their affiliations should appear on the Abstract page.

Purpose: State why the study was done, the main aim.

Methods: Describe patients, laboratory materials, and other methods used and the nature of the study (randomized clinical trial, retrospective review, experimental study, etc.).

Results: State the main findings, including important numerical values.

Conclusion: State the main conclusion, highlighting controversial or unexpected observations.

Keywords: These should be listed at the bottom of the abstract to be used as index terms, less than 5 words. Medical Subject Heading (MeSH; <http://www.nlm.nih.gov/mesh>) terms are highly recommended for selection of keywords.

Main text

The main text of the manuscripts should have pages for the INTRODUCTION, METHODS, RESULTS, DISCUSSION sections. CONFLICTS OF INTEREST and ACKNOWLEDGMENTS paragraphs may be included following DISCUSSION.

INTRODUCTION: Briefly describe the purpose(s) of the investigation, including relevant background information.

METHODS: Describe the research plan, materials or subjects, and methods used. Explain in detail how the disease was confirmed and how subjectivity in observations was controlled. When experimental methodology is the main issue of the paper, describe the process in detail so as to recreate the experiment as precisely as possible. When quoting specific materials, equipment, or proprietary drugs, the name and address of the manufacturer must be given in parentheses. Generic names should be used instead of commercial names.

RESULTS: *RESULTS* should be presented in logical sequence in the text, tables, and illustrations and repetitive presentation of the same data in different forms should be avoided. Any data mentioned in the Methods must be presented in the *RESULTS* section.

DISCUSSION: Results should be interpreted for readers. Emphasize new and important observations. Do not merely repeat the contents of the Results. Explain the meaning of the observations with its limitations. The answer to the purpose of the research should be connected to the results.

CONFLICTS OF INTEREST: Any conflicts of interest should be disclosed.

ACKNOWLEDGMENTS: Include the names of those who contri-

buted substantially to the work described in the manuscript, but who have not fulfilled the requirement for authorship. Also mention sources of funding for research or publication.

References

The journal reference follows the description below. Otherwise, it follows Citing Medicine: The NLM Style Guide for Authors, Editors, and Publishers (<http://www.nlm.nih.gov/citingmedicine>). The journal title should be abbreviated according to the NLM Catalog; Journals referenced in the NCBI Databases (<http://www.ncbi.nlm.nih.gov/journals>). The reference number should be cited in the main text in square brackets, e.g., [1]. All authors' names are listed when there are six or fewer authors. When there are more than six authors, only the first six authors' names are given, followed by 'et al.' Limit the number of references to 30 for original articles.

- Journal article

1. Jeong DH, Park MG, Melich G, Hur H, Min BS, Baik SH, et al. Laparoscopic repair of parastomal and incisional hernias with a modified Sugarbaker technique. *J Korean Surg Soc* 2013;84:371-6.
2. Nilsson H, Stranne J, Stattin P, Nordin P. Incidence of groin hernia repair after radical prostatectomy: a population-based nationwide study. *Ann Surg* 2013 Jun 6 [Epub]. <http://dx.doi.org/10.1097/SLA.0b013e3182975c88>.

- Book

3. Townsend CM Jr, Beauchamp RD, Evers BM, Mattox KL. Sabiston textbook of surgery: the biological basis of modern surgical practice. 19th ed. Philadelphia: Elsevier Saunders; 2012.

- Chapter in a book

4. Neumayer L, Vargo D. Principles of preoperative and operative surgery. In: Townsend CM Jr., Beauchamp RD, Evers BM, Mattox KL. Sabiston textbook of surgery: the biological basis of modern surgical practice. 19th ed. Philadelphia: Elsevier Saunders; 2012. p.211-39.

- Dissertation

5. Hong GD. The relationship between low serum cholesterol level and cancer mortality [dissertation]. Seoul (KR): Seoul National University; 2009.

- Conference paper

6. Rice AS, Brooks JW. Canabinoids and pain. In: Proceedings of the 10th World Congress on Pain; 2002 Aug 17-22; San Diego, CA. Seattle (WA): IASP Press; 2003. p.437-46.

- Online sources

7. American Cancer Society. Cancer reference information [Internet]. Atlanta (GA): American Cancer Society; c2009 [cited 2011 Mar 10]. Available from: http://www.cancer.org/docroot/CRI/CRI_0.asp.

Tables

Tables are to be numbered in the order in which they are cited in the text. A table title should concisely describe the content of the table so that the reader can understand the table without referring to the text. Each table must be simple and typed on a separate page with its heading above it. Explanatory matter is placed in footnotes below the tabular matter and not included in the heading. All nonstandard abbreviations are explained in the footnotes. Footnotes should be indicated by a), b), c) as superscripts. Statistical measures, such as the standard deviation (SD) or standard error of the mean (SEM), should be identified. Vertical and horizontal rules between entries should be omitted.

Figures

Figures contain graphs, line drawings, photographs or video files etc. Each figure should be supplied as a single file. For figures with multiple panels, use a uppercase letter after the numeral to indicate the order of the panels, e.g., Fig. 1A, Fig. 1B. Illustrations in color are encouraged and will be printed at the authors' cost. Label each illustration with the figure number. Indicate the scale of size for photomicrographs. Include brief, but comprehensive, footnotes. The contrast of figure files should be at least 600 dpi. Refer to the Guidelines for Digital Art (<http://art.cadmus.com/da/guidelines.jsp>). Written permission should be obtained for the use of all published illustrations and copies of permission letters should be included.

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Case reports

These should be organized in the following order: title page, unstructured abstract less than 150 words in English, main text, references, tables, figure legends, and figures. The main text consists of the INTRODUCTION, CASE REPORT, DISCUSSION sections. CONFLICTS OF INTEREST and ACKNOWLEDGMENTS paragraphs may be included following DISCUSSION. Limit the number of references to 10. Otherwise, it follows the style and format of original articles.

Review articles

These are organized as follows: title page, unstructured abstract less than 300 words, main text, references, tables, figure legends, and figures. The main text consists of the INTRODUCTION, MAIN BODY, CONCLUSION sections. CONFLICTS OF INTEREST and ACKNOWLEDGMENTS paragraphs may be included following CONCLUSION. The number of references should be limited to 80. Otherwise, it keeps the style and format of original articles.

Technical advance

It should be organized as follows: title page, unstructured abstract, main text, references, tables, figure legends, and figures. The main text consists of the INTRODUCTION, MAIN BODY, CONCLUSION sections. CONFLICTS OF INTEREST and ACKNOWLEDGMENTS paragraphs may be included following CONCLUSION. The number of references should be limited to 10. Otherwise, it follows the style and format of case reports. When dealing with surgical techniques, the procedure should be described as detailed as possible and figures added to ease understanding so that the readers may duplicate the techniques described.

Letters to the editor

It is organized as follows: title page, main text, and references. The word count should not exceed 1,000.

How I do it

These are video clips related to surgery and advanced surgical technique, submitted for placement only on the Journal website. The video may be up to 10 minutes in duration. It

has to contain a title page same as original articles. Invited video may be longer at the discretion of the editors. For high resolution and quality, video dimensions must be at least 640×480 or higher. The video must include audio narration explaining the procedure. Audio and text on the video must be in English. The available video formats are Windows Media Player (.WMV), MPEG (.MPG, .MPEG), Audio Video Interleave (.AVI), and Quicktime (.MOV). The video must also be in the NTSC format. If the article is accepted for publication, the video will be digitized and permanently archived on the *Ann Surg Treat Res* website.

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Verb tense: Authors should use the past tense to describe past events and data. Use the present tense for authors' opinion and generally accepted facts.

Description of localities: The names and locations (city, [state], nation) of manufacturers of equipment and non-generic drugs should be given. For Korean localities, refer to the Guidelines for the Romanization of Korean localities available at http://www.korean.go.kr/09_new/dic/rule/rule_roman.jsp.

Units: SI units should be used for measurements. The unit of temperature is degrees Celsius (°C).

Abbreviations: Any abbreviation must be used consistently and must be defined at the first use. Commonly used abbreviations would be described in article without explanation. Refer to 'Abbreviation, Acronym and Unit'.

Numbers: In the text, numbers equal to or less than nine should be written as text. Numbers larger than nine should be Arabic numerals, except when beginning a sentence.