

MRMS Guidelines for Authors

Magnetic Resonance in Medical Sciences (MRMS or Magn Reson Med Sci) is a Medline-indexed international journal pursuing the publication of original articles contributing to the progress of magnetic resonance in the field of biomedical sciences including the technical development and clinical applications. Clinical reports and technical notes are also accepted as well as review articles. All manuscripts will undergo peer review in which an evaluation by two referees is undertaken. Accepted manuscripts become the property of the JSMRM (Japanese Society for Magnetic Resonance in Medicine) and may not be republished without its consent. The MRMS does not hold responsibility for the opinions or the accuracy of statements expressed in submitted manuscripts. Authors are required to indicate that informed consent has been obtained from patients who participated in clinical investigations and also to indicate any permission necessary for material used from other sources.

1. Manuscript submission

As of December 1, 2009, authors are required to submit all manuscripts through our electronic submission and peer review system which can be accessed through the URL of <http://mc.manuscriptcentral.com/mrms>. For submission, go to this web site and set up an account after the instructions.

The manuscript should be a PDF-formatted file or files in A4 or US Letter size, labeled with an appropriate, descriptive file name. Manuscript pages must be numbered and double-spaced with font size of at least 10-point. Refer to the guidelines below for the preferred pagination. Figures embedded in the manuscript should be of good quality, originally formatted with TIFF or high-quality JPEG (600 dpi resolution or higher) ready for use in case of publication.

The authors' response to the comments made by the referees should be uploaded as a separate MS word or PDF file at the section marked with "Response to Comment (only for revised manuscript)". Please do not use the space at the bottom of the 1st page of "submit a Revision".

Authors of accepted manuscripts will be requested for submission of additional files necessary for publication with formatting as follows: Microsoft Word (Word) for text files; Word or PDF format for tables, TIFF or high-quality JPEG format of 600 dpi or more for figures.

2. Types of Articles

The MRMS publishes specific types of articles as follows:

- Major papers (original articles)
- Brief communications
- Case reports
- Clinical images
- Technical notes
- Review articles
- Letters to the editor and replies

Each type serves a distinct and separate purpose and is judged by different criteria. Manuscripts should be constructed according to specific guidelines as indicated below.

3. Guidelines for Major Papers

The following guidelines are based on instructions set forth in the Uniform Requirements for Manuscripts (URM) Submitted to Biomedical Journals from the International Committee of Medical Journal Editors (ICMJE, www.icmje.org) with modifications so that they are consistent with the publication policy of the MRMS. Articles will be edited to conform to the individual style of the MRMS.

Organize the manuscript as follows: title page, abstract, introduction, materials and methods, results, discussion, conclusion, acknowledgments, if necessary (on a separate page), references, figure legends, and tables. Keep acronyms and abbreviations to a minimum. When an abbreviation is used, define it at first mention and follow with the abbreviation in parentheses.

Pagination: Begin numbering with the title page as page 1, the abstract as page 2, and continue throughout the references, figure legends, and tables.

Title Page: The following information should appear: title of article; authors' first name, middle initial, and last name and affiliations, if received. Identify the corresponding author and provide full mailing address, phone and Fax numbers, and e-mail address. A short running head (abbreviated form of the title) of fewer than 42 characters (including spaces). Follow them with three to five key words for indexing.

Abstract: The abstract text is limited to 300 words, and should describe the essential aspects of the investigation so that it includes: Purpose; Methods; Results (summarize actual data); and Conclusion. No references should be cited.

Introduction: State clearly the purpose of your study. Only significant references should be given.

Materials and Methods: Describe clearly your apparatus, subjects, and procedure in enough detail to allow reproduction of your results.

Results: Present results in a clear, orderly fashion and include statistical results to substantiate the results. If necessary, include tables and graphic material for easy understanding of the results. Cite figures to illustrate findings.

Discussion: Start with limited, pertinent background information and then discuss the results of the investigation in light of what has been published in the past, the limitations of your study, the implications for patient care, and potential directions for future research. Where appropriate, cite figures and graphs.

Conclusion: Summarize the major findings of the study and their clinical usefulness (if applicable). This paragraph should address the hypothesis or purpose stated earlier in the paper.

Acknowledgments: On a separate page please acknowledge anyone who has made important contributions to the manuscript and obtain their consent to publish before submitting the paper. Any grant support will be applied to this instruction.

References: On a separate page, type your list of references double-spaced which should be numbered consecutively in the order in which they appear in the text. All references must be cited in the text, where numbers are enclosed in parentheses on line with the text (not superscript). Inclusive page numbers (e.g., 333-337) must be provided

for all references. Journal names are abbreviated per Index Medicus. All authors are listed when there are six or fewer; when seven or more, the first three are listed with "et al."

Data such as abstracts from meetings should be cited in the reference list. For meeting abstracts, cite the authors, title, society meeting, date, and location. Citations of personal communications should appear in the "Discussion" section only, and should not be used to support the authors' conclusions. Papers submitted but not yet accepted for publication should also be cited in the text (T. Suzuki, unpublished data, 1999).

Style and punctuation of references follow the format illustrated in the following examples:

Journal article:

Sasaki M, Oikawa H, Yoshioka K, Tamakawa Y, Konno H, Ogawa A. Combining time-resolved and single-phase 3D techniques in contrast-enhanced carotid MR angiography. *Magn Reson Med Sci* 2002; 1: 1-6.

Book:

Moritani T, Ekholm S, Westesson P-L, Zhong J. Toxic and metabolic disease, In: Moritani T, Ekholm S, Westesson P-L, eds. *Diffusion-weighted MR imaging of the brain*. Berlin Heidelberg New York: Springer, 2005; 119-130.

For citations of journal articles on the Internet and other electronic documents, follow the URM examples given by the ICMJE, available from the URL of http://www.nlm.nih.gov/bsd/uniform_requirements.html.

Tables: Type each table double-spaced on a separate page and give them brief titles and consecutive numbers. Columns should have short, abbreviated headings. Put explanations in footnotes.

Figures and illustrations: All figures and illustrations should be formatted with TIFF or JPEG of 600 dpi or higher resolution. Number them in the order mentioned in the text with appropriate labeling. Arrows, letters and line drawings used in the figures should be of professional quality; write all information on separate legends as indicated below. Photographs showing patients' faces should be masked or accompanied with their permission to publish. We will also consider colored figures and illustrations. However, you must bear the cost of any color reproductions used when they require more than one page to be printed.

Legends: The list of legends for figures and illustrations should be typed double-spaced on a separate page. Each legend should have a brief description and sufficient information for interpretation of the figures.

Units and Abbreviations: Use the International System of Units (SI). For abbreviations write out the word in full the first time followed by its abbreviation in parentheses.

4. Guidelines for Other Papers

While the journal encourages the submission of full-length major papers, it will consider the publication of rapid communications, concise case reports and technical notes. These should be exclusively educational, medically important or technically innovative.

Brief Communications

Articles pertinent to this type of paper should contain very new ideas or concepts worthy of rapid publication to gain prompt general interest and future application.

In addition to a title page formatted as in Major Papers, they are limited to 500 words (without a beginning abstract), one or two illustrations, and six carefully selected references.

Case Reports, Clinical Images and Technical Notes

The guideline for these articles is applied correspondingly.

A case report must be unique, either by imaging a unique manifestation of a disease or disorder or by making unique use of imaging to reveal a disease or disorder. If the images to be presented are the main feature of the article, using the category of Clinical Images can be considered.

Technical notes are brief articles with emphasis on the novel technical aspects of the related fields. It is encouraged to illustrate the procedures or devices specifically and practically so as to share the new techniques among the readers.

In addition to a title page formatted in the same way as in Major Papers, include an abstract (75-word limit) describing the essence of the report. Introduction is a short paragraph giving general background and specific interest of the case or technique. Emphasis should be on the aspects related to magnetic resonance imaging or spectroscopy and clinical information, when required, must be limited to that which provides a background for these fields. The discussion is succinct, highlighting the educational value of the case or the practical feasibility of the technique. Reference should be limited (no more than 12 preferred) to only those that give essential background material. A review of the literature is not appropriate. Figures and legends follow the instructions in Major Papers.

Review Articles

Review articles present unbiased, scholarly analysis of recent developments on a specific topic as reported in the literature. No new information is described, and no opinions or personal experiences are expressed. Reviews are not encyclopedic like a chapter in a textbook; rather, they include only the highlights. Such articles are usually invited by the editor. Format is the same as in Major Papers.

Letters to the Editor and Replies

Letters to the editor and replies should offer objective and constructive criticism of published articles. Letters may also discuss matters of general interest to the readers of the journal. Material being submitted or published elsewhere should not be duplicated in letters, and authors must disclose financial associations or other possible conflicts of interest.

Format should be double-spaced with no greeting or salutation. The title included on the letter should be short and pertinent. The title for a reply is simply "Reply." Do not use abbreviations in the title, letter, or reply. Authors' names and affiliations appear at the end of letters and replies, which are included in the file sent to the MRMS.

5. Others

Copyright Release Form: Authors of accepted manuscripts must sign the Transfer of Copyright Agreement using a printed copy of the section appended at the end before the article can be published and will be given instructions on where to send the signed copyright form.

Galley Proofs: We will send copies of the galley proofs to authors of accepted manuscripts for final proofreading. Check these for spelling, punctuation, and accuracy.

Reprints: A reprint order form with a reprint price schedule will be enclosed with the galley proofs. You can order more than 50 reprints by fifty.

General correspondence concerning MRMS: It may be directed to *editorial_office@jsmrm.jp*.

Copyright Status Form (print this form)

Title:

Category:

- Major Paper
- Brief Communication
- Case Report
- Clinical Image
- Technical Note
- Review
- Letter to the Editor

Transfer of Copyright Agreement, Conflict of Interest Acknowledgment, Certification of Coauthors, and Exclusive Publication Statement

Complete copyright to the article entitled:

is transferred to the Japanese Society for Magnetic Resonance in Medicine, effective if and when the article is accepted for publication in the Magnetic Resonance in Medical Sciences. We certify that this material has not been published previously.

Signature (First Author)

Date (Month/Day/Year)
