

# **International Journal of Biomedical Laboratory Science**

## **Instructions to authors**

### **Scope**

**International Journal of Biomedical Laboratory Science (IJBL)** seeks to publish Original Articles, Mini-Review Articles, Brief Communications and Letters to the Editor describing original investigations in all fields of biomedical laboratory sciences. The journal covers several major disciplines: clinical chemistry, clinical serology and immunology, hematology, transfusion medicine, clinical virology, clinical bacteriology and mycology, clinical microscopy, cytology, quality control, laboratory management, education and ethnics, laboratory safety and any issue related to the biomedical laboratory science. The IJBL is initially issued twice a year and is published by International Federation of Biomedical Laboratory Science (IFBLS).  
Editorial policy

### **General Requirements**

Manuscripts submitted to the IJBL must represent reports of original research, and the original data must be available for review by the editor if necessary. By submission of a manuscript to the journal, the authors guarantee that they have the authority to publish the work and that the manuscript, or one with substantially the same content, was not published previously, is not being considered or published elsewhere.

A scientific paper or its substance published in a serial, periodical, book, conference report, symposium proceeding, or technical bulletin, posted on a no-personal website, or made available through any other retrievable source, including CD-ROM and other electronic forms, is unacceptable for submission to this journal on grounds of prior publication.

### **Authorship**

An author is one who made a substantial contribution to the overall design and execution of the experiments; therefore, IJBL considers all authors responsible for the entire paper. Individuals who provided assistance, e.g., supplied reagents or strains or critiqued the paper, need not be listed as authors but may be recognized in the Acknowledgments section. A study group, surveillance team, working group, consortium may be listed as a coauthor byline for their contribution to the paper. The names (and institutional affiliations if desired) of the contributing members only may be given in a footnote keyed to the study group name in the byline or as a separate paragraph in the Acknowledgments section.

### **Conflict of Interest**

All authors are expected to disclose, in the manuscript cover letter, any commercial affiliations as well as consultancies, stock or equity interests, and patent-licensing arrangements that could be considered to pose a conflict of interest regarding the submitted manuscript. (Inclusion of a company name in the author address lines of the manuscript does not constitute disclosure.) Details of the disclosure to the editor will

remain confidential. However, it is the responsibility of authors to provide, in the Acknowledgments section, a general statement disclosing financial or other relationships that are relevant to the study.

## **Review Process**

Manuscripts are acknowledged upon receipt in the editorial offices. All manuscripts are considered to be confidential and are reviewed by two independent the editors, members of the editorial board, or qualified ad hoc reviewers. When a manuscript is submitted to the journal, it is given a number. (Always refer to this number in communications with the editor office). The corresponding author is notified, generally within 4 to 8 weeks after submission, of the editor's decision to accept, reject, or require modification.

.When modification is requested, the corresponding author must either submit the revised version within 2 months or withdraw the manuscript. A point-by-point response to the reviews must be provided in the revised version resubmission cover letter.

When it is necessary to reject a manuscript, the editorial office will not return any materials. The authors are advised to keep an original copy of any important materials for further use. Reasons for rejection are generally stated. The author of an accepted manuscript will be notified. Author will then receive galley proofs for proofreading. Responsibility for accuracy in the final copy lies with the corresponding author. The proofs should be checked and returned within two week after receipt.

## **How to Submit Manuscripts**

All submissions to IJBS must be made electronically via the online submission system at the following URL: <http://www.IJBS.org> (E-mailed submissions will not be accepted.). First-time users must create an Author account. One author should be designated as correspondent and provide complete address, telephone, fax number and E-mail address. Instructions for creating an Author account are available at the above URL under the Create Account button. Step-by-step instructions for submitting a manuscript via online submission are available from the submission system.

### **Important note**

Before submission, authors are encouraged to review their manuscript with computer grammar and spelling check software and with a colleague who is expert in English language, grammar and syntax. Check to ensure that all listed references, figures, and tables cited in the text are presented in the appropriate sections. The editor reserves the right to make changes to improve the clarity of the text. All such changes will be subject to author's approval before publication.

## **Preparation of Manuscripts**

### **Organization and format**

By using Times New Norman font to type every portion of the manuscript double spaced (a minimum of 6 mm between lines), including figure legends, table footnotes, and references, and number all pages in sequence, including the abstract, figure legends,

and tables. Place the last two items after the references section. Manuscripts should include a cover letter indicating the major findings in the manuscript as well as the following copyright transfer statement, signed by corresponding authors. The font size should be no smaller than 12 points. Do not create symbols as graphics or use special fonts that are external to your word processing program; use the “insert symbol” function. Set the page size to 8 1/2 by 11 inches (ca. 21.6 by 28 cm) with all margins of at least one inch (2.5 cm). The right margin should not be justified. Italicize or underline any words that should appear in italics, and indicate paragraph lead-ins in boldface type. Authors who are unsure of proper English usage should have their manuscripts checked by someone proficient in the English language.

### **Full-Length Papers**

Full-length papers include the elements described in this section.

**Title page** The title page should be the first page and include a concise title of the article, full names and affiliations of the authors, an address for correspondence and an e-mail address or fax number of the corresponding author. Place an asterisk after the name of the corresponding author to whom inquiries regarding the paper should be directed. The title page should include a running title of not more than 45 characters.

**Abstract** Each manuscript must be accompanied by an abstract of no more than 300 words in length (less than 150 words for brief communication). The abstract should state the objectives of the study, the techniques used, and the principle conclusions. Three to five key words should be provided. Because the abstract will be published separately by abstracting services, it must be complete and understandable without reference to the text.

**Text** The text of original articles should be organized under the following headings: Introduction, Materials and Methods, Results, Discussion, Acknowledgments, References, Legends, Figures and Tables. The text should describe the equipment and methods in sufficient detail to permit other researchers to reconstruct the experimental procedures. Equipment and pharmaceutical trade names as well as company's name, place and country should be listed. Trade names of medicine should be stated with generic names. Do not use section headings in the body of the Brief communication; combine methods, results, and discussion in a single section.

**Figures** Legends for each illustration should be double spaced. Magnification and staining information should be included for all figures. All illustrations and tables taken from other publications must be accompanied by written consent to reprint from the original publishers. Photos must be of sufficient resolution for reading. Figure legends should be typed double-spaced on a separate sheet of paper.

**Tables** Tables should be typed double spaced on separate sheets. All tables will be reset to conform to the style of the journal. Tables should be used sparingly and should avoid duplication of information in the text. For brief communication, please only submit two or less tables and two or less figures.

**References** All references should be cited at the end of the paper and listed consecutively in the order in which they appear in the text. The following are formats and examples for print references:

**Journals:**

1. Rosano TG, Swift TA, Hayes LW. Advances in catecholamine and metabolite measurements for diagnosis of pheochromocytoma. *Clin Chem* 1991; 37: 1854-67.
2. Cheepsattayakorn R, Fongsatitkul L, Chotinaruemol S, et al. Anti-E as a cause of hemolytic disease of the newborn. *J Med Assoc Thai* 1997; 80 (Suppl 1): S1-7.

**Books:**

1. Weast RC, ed. *CRC handbook of chemistry and physics*, 56th ed. Cleveland, OH: CRC Press, 1975: D-150.
2. Beutler E. Methemoglobinemia and sulfhemoglobinemia. In: Williams WJ, Beutler E, Erslev AJ, Lichtman MA, eds. *Hematology*, 4th ed. New York: McGraw-Hill, 1990: 743-5.

**Proceedings and other publications:**

1. Chu C, Lee W, Prunty J: Plasma ascorbic acid: stability and enzymatic spectrophotometric detection with a Roche Cobas Mira Plus centrifugal analyzer [Abstract]. *Clin Chem* 1996; 42: s301.
2. Cairns RB: *Infrared spectroscopic studies of solid oxygen* [Dissertation]. Berkeley, California: University of California, 1965: 156.
3. Allen N, Burkholder JD, Molinari GF, et al: *Clinical criteria of brain death*, NINCDS Monograph No 24, NIH publ No 81-2286, Bethesda: National Institute of Health, 1980: 77-147.

**Minireviews**

Minireviews are expected to be focused discussions of defined topics relevant to clinical laboratory science. In general, they are to be submitted only after invitation by one of the IFBLS editors. Unsolicited Minireviews are discouraged. The cover letter should state whether the article was solicited and by whom. Minireviews are not expected to be comprehensive reviews of the literature but rather very directed discussions of specific issues, with emphasis on the views of the author(s). Thus, they may not exceed 12 double-spaced manuscript pages in length, inclusive of illustrations, tables, and references. References should be limited to 20 or fewer. The body of the Minireview may have section headings and/or paragraph lead-ins. Minireviews should be submitted via electronic submission system. Minireviews will be reviewed by two IJBLs editors, with the aim of expedited processing. In general, it is hoped that, barring the necessity of major revisions, accepted Minireviews will appear in on-line journal within 3 months of their submission.

**Brief Communications**

Manuscripts are limited to 800 words, one figure, one table, and 10 or fewer references. The format should be the same as that of Letters to the Editor. The brief communication

articles should be submitted via electronic transport system. The manuscript will be assigned to an appropriate IJBS editor and reviewed, according to the same standards applied for traditional manuscripts, within 2 week. If accepted, the manuscript will be scheduled for the next available issue and edited. An acceptance letter will be mailed to the corresponding author.

### **Letters to the Editor**

Two types of Letters to the Editor may be submitted. The first type (Comment Letter) is intended for comments on final articles published in the journal and must cite published references to support the writer's argument. The second type (New-Data Letter) may report new, concise findings that are not appropriate for publication as full-length papers or Notes. Letters may be no more than 500 words long and must be typed double spaced. Note that authors and affiliations are listed at the foot of the Letter. Provide only the primary affiliation for each author. All Letters to the Editor must be submitted electronically, and the type of Letter (New Data or Comment) must be selected from the drop-down list in the submission form. For Letters commenting on published articles, the cover letter should state the volume and issue in which the article was published, the title of the article, and the last name of the first author. Letters to the Editor do not have abstracts. Both types of Letter must have a title, which must appear on the manuscript and on the submission form. Figures and tables should be kept to a minimum. If the Letter is related to a published article, it will be sent to the editor who handled the article in question. If the editor believes that publication is warranted, he/she will solicit a reply from the corresponding author of the article and give approval for publication. New-Data Letters will be assigned to an editor according to subject matter and will be reviewed by that editor and/or a reviewer.

### **Illustrations**

RGB (red, green, blue) color space will be the format for authors' color files. Illustrations may be supplied as PDF files for reviewing purposes only on initial submission; in fact, we recommend this option to minimize file upload time. At the modification stage, production quality digital figure files must be submitted. All graphics submitted with modified manuscripts must be in the RGB.

**Minimum resolution.** It is extremely important that a high enough resolution is used. Minimum resolutions are as follows: 72 dpi for grayscale and color 600 dpi for combination art (lettering and images) 1,200 dpi for line art

**Size.** All graphics should be submitted at their intended publication size; that is, the image uploaded should be 100% of its print dimensions so that no reduction or enlargement is necessary. Maximum width for a 1-column figure: 35/16 inches (ca. 8.4 cm) Maximum width for a 2-column figure: 67/8 inches (ca. 17.4 cm) Minimum width for a 2-column figure: 41/4 inches (10.8 cm) Maximum height: 91/16 inches (23.0 cm)

**Labeling and assembly.** All final lettering, labeling, and tooling, etc., must be incorporated into the figures. It cannot be added at a later date. If a figure number is included, it must appear well outside the boundaries of the image itself. (Numbering may

need to be changed at the copyediting stage.) Each figure must be uploaded as a separate file, and any multipanel figures must be assembled into one file; i.e., rather than uploading a separate file for each panel in a figure, assemble all panels in one piece and supply them as one file.

### **Figure Legends**

Legends should provide enough information so that the figure is understandable without frequent reference to the text. However, detailed experimental methods must be described in the Materials and Methods section, not in a figure legend. A method that is unique to one of several experiments may be reported in a legend only if the discussion is very brief (one or two sentences). Define all symbols used in the figure and define all abbreviations that are not used in the text.