

## Guidelines for Submission of Manuscripts

### Articles

#### 1. Original research articles

These include original data that have not been published anywhere else (except as an abstract). Research articles should follow the structure of Abstract, Introduction, Methodology, Results, Discussion, Conclusion, Acknowledgements, Authors' contributions, Competing Interests, Funding, Consent (where applicable), Ethical approval (where applicable), and References. An original research article should not contain more than 6 illustrations/figures/tables, not more than 40 references, and should not exceed 4,000 words (all inclusive).

#### 2. Short research notes

These are single-finding articles that can be reported with not more than two illustrations/figures/tables. Posters from conferences or internal meetings may be written as short research notes. Some additional detail in the methods, description of the results, and discussion may be required to enable readers have enough information to understand the description of the work. A Short research note should follow the structure of Abstract, Introduction, Methodology, Results, Discussion, Conclusion, Acknowledgements, Authors' Contributions, Competing Interests, Funding, Consent (where applicable), Ethical approval (where applicable), and References. This should not exceed 2,500 words, 3 illustrations/figures/tables, and 30 references.

#### 3. Short communications

These are urgent communications of important preliminary results that are original, of high interest and likely to have a significant impact on the subject area of the Yenagoa Medical Journal. The original research article is expected to be sent to Yenagoa Medical Journal for publication following a short communication. A short communication should have the same structure as an original research article and should not exceed 2,500 words, 2 illustrations/ figures/tables, and 15 references.

#### 4. Review articles

These will include discussion of published articles and data acquired in a specific area and will not have to be data acquired by the authors. The name of the author(s) reviewing particular article(s) should be written as the author(s) of a review article. The source of the article(s) reviewed should be written in the abstract. A review article should have the same structure as an original article but the body may have different headings and does not follow a particular pattern. Review articles should not exceed 6,000 words, 100 references and 12 illustrations/figures/tables.

#### 5. Systematic review articles

Authors should consult the **PRISMA guidelines for reporting in systematic reviews**. Systematic reviews deal with a clearly formulated question and use systematic and explicit methods to identify, select, and critically assess the relevant research. These articles should not exceed 6,000 words, 50 references and 12 illustrations/figures/tables.

#### 6. Case reports

These describe patient cases which are of particular interest due to their **rarity, peculiarity, novelty and potential message for clinical practice**. These demonstrate unusual presentations which may confront the practitioner. Case reports should follow the structure of Abstract, Introduction, Case presentation, Discussion, Conclusion, Authors' contributions, Consent (where applicable), Ethical approval (where applicable), and References. This should not exceed 2,500 words, 5 figures and 30 referen.

#### 7. Commentaries

These include a comment on a newly published article in the Yenagoa Medical Journal or a short narrowly focused article on a topical issue of public interest; usually invited by the journal editor. It should not exceed 1,500 words, 2 illustrations/figures/tables, and 30 references.

## 8. Perspectives

These present the author's insights or criticism on a current area of scientific research or innovation. It is based on original data and personal opinion. Perspectives should be structured as Abstract, Introduction, Body, and Conclusion. It should not exceed 2,500 words, 2 illustrations/figures/tables, and 30 references

## 9. Viewpoints/Opinion articles

These present the author's personal opinion highlighting the strength or weakness of a scientific theory or concept. It is not based on original data. These should be structured as Abstract, Introduction, Body, and Conclusion. It should not exceed 2,500 words, 2 illustrations/figures/tables, and 10 references.

## 10. Letters to the editor

These provide a means of communication between an author and the readers of the Yenagoa Medical Journal. It may provide **new insight, make corrections, offer alternate theories, or request clarification** about content published in the Yenagoa Medical Journal. It should not exceed 500 words, 2 illustrations/figures/tables and 10 references.

## Manuscripts

The manuscript should be written in **English language (using the British conventions of spelling, punctuation and grammar)** as **word document** using the **Times New Roman** font, size 12. The text should be written in **double line spacing and single column format**.

Illustrations, tables and figures should be placed at their appropriate positions inside the text.

Tables should be typed and double-spaced. The headings should be placed above the table. Where footnotes are necessary, they should be placed below the table with superscript lowercase letters. The information that has been presented in a figure should not be re-presented in a table. The captions of figures should be written below the figures.

## Title Page

The title page should contain a brief title, name(s) of author(s) and their affiliations. The title should be written without abbreviations. Affiliation should have a number in superscript just after the author's name and in front of the appropriate address.

The name of the corresponding author should be indicated with **telephone number (country code inclusive for those outside Nigeria) and e-mail address**.

## Abstract

The abstract should be concise. It should not exceed 250 words structured as **Background, Objective(s), Materials and Methods, Results and Conclusion**, and should have a maximum of 6 keywords. It should briefly describe the purpose of the work, techniques and methods used, major findings with important data and conclusion. **Abbreviations should not be used**. If abbreviation must be used, it should be defined in the abstract, at first use.

## Introduction

This provides a background, defined problem, proposed solution, brief literature survey and justification of the research.

## Material and methods

The references of already published methods should be stated. The methods used in the work submitted should be described in detail.

## Results & Discussion

Results should state the main findings of the research. The discussion should provide detailed interpretation of the significance of the findings of the research.

## Conclusion

The major findings of the research should be stated.

## Acknowledgments

Acknowledgments of the people who provided support, grant/funding, assistance in manuscript preparation and technical assistance should be written.

## Authors' contributions

The contributions of all the authors should be stated in line with ICMJE criteria.

## Conflict of Interest

Author(s) should clearly state any conflict of interest that exists and if none, this should be clearly stated.

## Funding

Any funding source(s) should be stated.

## Consent

Written informed consent, where applicable, should be obtained from the patient and attached with the manuscript submission. Consent should be obtained from a next of kin if there is demise of the person presented in a case report. If the person presented is a minor, or is unable to provide consent for publication, consent should be obtained from their parents or guardians.

## Ethical approval

If human subjects are involved in the research or the research entails interaction with humans, authors should obtain a **clearance certificate from the Research Ethics Committee of their institution(s)** which will be attached to the manuscript submission.

## Reference style

The Yenagoa Medical Journal uses the AMA (American Medical Association) style author-number "Vancouver" system of referencing. References must be listed at the end of the manuscript and numbered in the order that they appear in the text, and the numbered references must appear at the end of the corresponding text as superscript. For references with more than six authors, the first six authors should be listed followed by et al.

## Manuscript submission

Submission of manuscript(s) to the Yenagoa Medical Journal indicates that the author(s) take full responsibility for the contents of the manuscript(s). One author must be indicated as the corresponding author. All correspondences and gallery proof of article would be sent to the corresponding author, who is considered the representative of all authors as regards decision related to the manuscript(s).

- 1 Manuscripts for publication in the Yenagoa Medical Journal should be submitted by email to **yenagoamedicaljournal@gmail.com**.
- 2 Manuscripts submitted to the Yenagoa Medical Journal should not have been published before or be under consideration for publication by another Journal.
- 3 Submission should include three documents:

title page (should include type of manuscript and word count), anonymised manuscript document and cover letter (stating the manuscript title, undertaking that the manuscript is previously unpublished and submitted only to the Yenagoa Medical journal. Cover letter should be wet-signed by the corresponding author on behalf of all authors).

## Submitted manuscripts

- 1 Manuscripts received will be acknowledged within 24 hours. Submitted manuscripts will undergo preliminary review, during which it will be checked for compliance with the guidelines for submission and relevance to the Yenagoa Medical Journal. After preliminary review, eligible manuscripts will be sent out for peer review. Eligibility of a manuscript for peer-review or otherwise will be communicated to the corresponding author within 72 hours of acknowledgement. Manuscripts not eligible will be returned for corrections or rejected.
- 2 Unless a manuscript is rejected, submission of a manuscript clearly **indicates that the Yenagoa Medical Journal has been given exclusive right by the author(s) to publish the article**.

## Peer review process

Eligible manuscripts undergo a double-blind review. Manuscripts are sent to two peer reviewers. Authors should please allow an average of 28 days for the peer review process.

Guided by the outcome of the peer review, the editorial board decides to either accept the manuscript for publication if little or no correction/revision is required; or send the reviewed copy and relevant reviewer comments back to the corresponding author for needed correction/revision and thereafter, accept for publication; or reject the manuscript outrightly.

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