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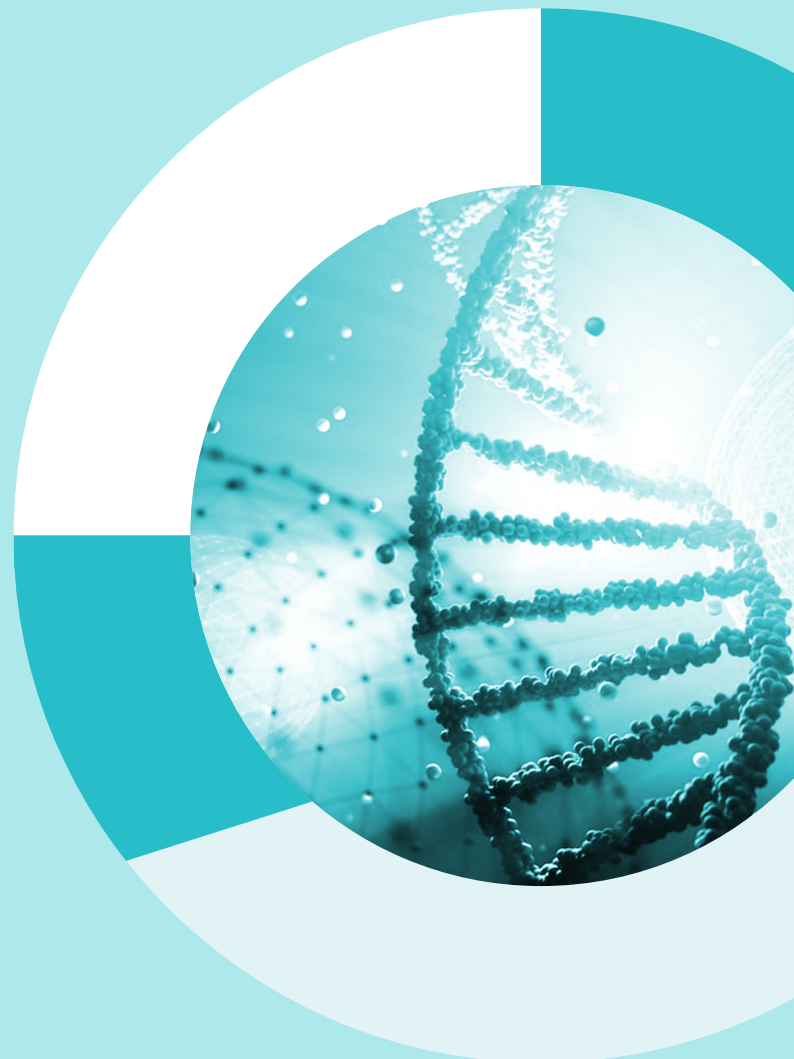


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The approval of the ethics committee, statement on the adherence to international guidelines mentioned above and that the patient's informed consent is obtained should be indicated in the "Material and Method" section and is required for case reports whenever data/media used could reveal the identity of the patient. The declaration of the conflict of interest between authors, institutions, acknowledgement of any financial or material support, aid is mandatory for authors submitting a manuscript, and the statement should appear at the end of the manuscript. Reviewers are required to report if any potential conflict of interest exists between the reviewer and authors, institutions.

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laboratory animals. If it is available in accordance with the rules and principles contained in the relevant manuals and in the institution where the study is carried out, it should be made after approval from the Experimental Animals Ethics Committee. Ethics Committee approval must be submitted with the letter. In the articles, the information should be given about post-operative pain-relieving treatment methods used in human and animal studies.

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Manuscripts should be prepared in accordance with ICMJE-Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals (updated in December 2019 - <http://www.icmje.org/icmje-recommendations.pdf>). Authors are required

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to prepare manuscripts under the CONSORT guidelines for randomized research studies, STROBE guidelines for observational original research studies, STARD guidelines for studies on diagnostic accuracy, PRISMA guidelines for systematic reviews and meta-analysis, ARRIVE guidelines for experimental animal studies, and TREND guidelines for non-randomized public behavior.

Manuscripts can be submitted through the journal's online manuscript submission and evaluation system, available at cyprusmedj.galenos.com. Manuscripts provided from another medium and sent by anyone other than one of the authors will not be evaluated.

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Authors are required to submit the following:

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- ICMJE Potential Conflict of Interest Disclosure Form (should be filled in by all contributing authors) during the initial submission. These forms are available for download at www.icmje.org.

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- The full title of the manuscript as well as a short title (running head) of no more than 50 characters,
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- name, address, telephone (including the mobile phone number), and email address of the corresponding author,
- Acknowledgment of the somebody who contributed to the manuscripts preparation but who does not fulfill the authorship criteria.

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Main Points: All submissions should be accompanied by 3 to 5 "main points", which should emphasize the most significant results of the study and underline the principle statement that is addressed to the reader except letters to the editor. This section should be structured as itemized to give a general overview of the article. Since "Main Points" target the professionals and specialists of the field, each item should be written as plain and straightforward as possible.

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Manuscript Types

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Cyprus Journal of Medical Sciences adopts the ICMJE's clinical trial registration policy, which requires that clinical trials must be registered in a publicly accessible registry that is a primary register of the WHO International Trials Registry Platform (ICTRP) or in ClinicalTrials.gov. Instructions for the clinical trials are listed below.

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- Based on most up to date ICMJE recommendations, Cyprus Journal of Medical Sciences accepts public registries that include a minimum acceptable 24-item trial registration dataset.
- Authors must state a data sharing plan for the clinical trial registration. Please see details under the "Data Sharing" section.
- For further details, please check ICMJE Clinical Trial Policy at

<http://www.icmje.org/recommendations/browse/publishing-and-editorial-issues/clinical-trial-registration.html>

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- Whether individual deidentified participant data will be shared
- What data, in particular, will be shared
- Whether additional, related documents will be available
- When the data will be available and for how long
- By what access criteria will be shared

Authors are recommended to check the ICMJE data sharing examples at

<http://www.icmje.org/recommendations/browse/publishing-and-editorial-issues/clinical-trial-registration.html>

While submitting a clinical trial to Cyprus Journal of Medical Sciences;

- Authors must register a publicly accessible registry according to ICMJE recommendations and the instructions above.
- The name of the registry and the registration number should be provided in the Title Page during the initial submission.
- Data sharing statement should also be stated in the Title Page even if the authors do not share it.

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The journal's clinical trial and data sharing policy will be valid for the articles submitted from 1 February 2020.

Statistical analysis to support conclusions is usually necessary. Statistical analyses must be conducted following the international statistical reporting standards (Altman DG, Gore SM, Gardner MJ, Pocock SJ. Statistical guidelines for contributors to medical journals. *Br Med J* 1983; 7; 1489-93). Information on statistical analyses should be provided with a separate subheading under the Materials and Methods section, and the statistical software used during the process must be specified.

Units should be prepared in accordance with the International System of Units (SI).

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Letters to the Editor: This type of manuscript discusses important parts, overlooked aspects, or lacking parts of a previously published article. Articles on subjects within the scope of the journal that might attract the readers' attention, particularly educative cases, may also be submitted in the form of a "Letter to the Editor." Readers can also present their comments on the published manuscripts in the form of a "Letter to the Editor." Abstract, Keywords, Tables, Figures, Images, and other media should not be included. The text should be unstructured. The manuscript that is being commented on must be properly cited within this manuscript.

Table 1. Limitations for each manuscript type

Type of manuscript	Word limit	Abstract word limit	Reference limit	Table limit	Figure limit
Original Article	4000	250 (Structured)	35	6	5 or total of 10 images
Review Article	5000	250	50	6	10 or total of 15 images
Case Report	1200	200	15	No tables	4 or total of 8 images
Letter to the Editor	400	No abstract	5	No tables	No media

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Figures, graphics, and photographs should be submitted as separate files (in TIFF or JPEG format) through the submission system. The files should not be embedded in a Word document or the main document. When there are figure subunits, the subunits should not be merged to form a single image. Each subunit should be submitted separately through the submission system. Images should not be labeled (a, b, c, etc.) to indicate figure subunits. Thick and thin arrows, arrowheads, stars, asterisks, and similar marks can be used on the images to support figure legends. Like the rest of the submission, the figures, too, should be blind. Any information within the images that may indicate an individual or institution should be blinded. The minimum resolution of each submitted figure should be 300 DPI. To prevent delays in the evaluation process, all submitted figures should be clear in resolution and large in size (minimum dimensions: 100 × 100 mm). Figure legends should be listed at the end of the main document.

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When a drug, product, hardware, or software program is mentioned within the main text, product information, including the name of the product, the producer of the product, and city and the country of the company (including the state if in the USA), should be provided in parentheses in the following format: “Discovery St PET/CT scanner (General Electric, Milwaukee, WI, USA).”

All references, tables, and figures should be referred to within the main text, and they should be numbered consecutively in the order they are referred to within the main text.

Limitations, drawbacks, and shortcomings of original articles should be mentioned in the Discussion section before the conclusion paragraph.

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Both in-text citations and references must be prepared according to the Vancouver style.

While citing publications, preference should be given to the latest, most up-to-date publications. Authors are responsible for the accuracy of references. If an ahead-of-print publication is cited, the DOI number should be provided. Journal titles should be abbreviated in accordance with the journal abbreviations in Index Medicus/MEDLINE/PubMed. When there are six or fewer authors, all authors should be listed. If there are seven or more authors, the first six authors should be listed, followed by “et al.” In the manuscript’s main text, references should be cited using Arabic numbers in parentheses. The reference styles for different types of publications are presented in the following examples.

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Journal Article: Yazıcı A. The efficacy of endoscopic ventilation tube insertion in pediatric populations. *Cyprus J Med Sci* 2019; 4(2): 73-6.

Book Section: Suh KN, Keystone JS. Malaria and babesiosis. Gorbach SL, Barlett JG, Blacklow NR, editors. *Infectious Diseases*. Philadelphia: Lippincott Williams; 2004.p.2290-308.

Books with a Single Author: Sweetman SC. *Martindale the complete drug reference*. 34th ed. London: Pharmaceutical Press; 2005.

Editor(s) as Author: Huizing EH, de Groot JAM, editors. *Functional reconstructive nasal surgery*. Stuttgart-New York: Thieme; 2003.

Conference Proceedings: Bengisson S. Sothemini BG. Enforcement of data protection, privacy and security in medical informatics. In: Lun KC, Degoulet P, Piemme TE, Rienhoff O, editors. *MEDINFO 92*.

Proceedings of the 7th World Congress on Medical Informatics; 1992 Sept 6-10; Geneva, Switzerland. Amsterdam: North-Holland; 1992. pp.1561-5.

Scientific or Technical Report: Cusick M, Chew EY, Hoogwerf B, Agrón E, Wu L, Lindley A, et al. Early Treatment Diabetic Retinopathy Study Research Group. Risk factors for renal replacement therapy in the Early Treatment Diabetic Retinopathy Study (ETDRS), Early Treatment Diabetic Retinopathy Study *Kidney Int*: 2004. Report No: 26.

Thesis: Yılmaz B. Ankara Üniversitesi'ndeki öğrencilerin beslenme durumları, fiziksel aktiviteleri ve beden kitle indeksleri kan lipidleri arasındaki ilişkiler. H.Ü. Sağlık Bilimleri Enstitüsü, Doktora Tezi. 2007.

Manuscripts Accepted for Publication, Not Published Yet: Slots J. The microflora of black stain on human primary teeth. *Scand J Dent Res*. 1974.

Epub Ahead of Print Articles: Cai L, Yeh BM, Westphalen AC, Roberts JP, Wang ZJ. Adult living donor liver imaging. *Diagn Interv Radiol*. 2016 Feb 24. doi: 10.5152/dir.2016.15323. [Epub ahead of print].

Manuscripts Published in Electronic Format: Morse SS. Factors in the emergence of infectious diseases. *Emerg Infect Dis* (serial online) 1995 Jan-Mar (cited 1996 June 5): 1(1): (24 screens). Available from: URL: [http:// www.cdc.gov/ncidod/EID/cid.htm](http://www.cdc.gov/ncidod/EID/cid.htm).

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