

Instructions to the Authors

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About the Journal



Journal of Human Health (JHH) is a Health & Medical Sciences journal that publishes original research articles, short communications, review articles, editorials, letters to editor, and case reports. Contributions in any of these formats are invited for editorial consideration following peer review by at least three experts in the field. Submissions should conform to the 'Uniform Requirements for Manuscripts Submitted to Biomedical Journals, available at <http://www.icmje.org/>'.

Unsolicited manuscripts will be reviewed for publication with the following understanding that:

1. They represent original work
2. The paper neither was published already nor is being under review elsewhere
3. Upon acceptance, the paper may not be published elsewhere without the written permission of this journal
4. The published paper is the sole property of JHH and may be edited before publication Abstract or press reports of presentations at scientific meetings will not be considered prior publication.

The editorial will not enter into argument with authors about papers considered unsuitable for publication and their decision is final.

Scope of the journal



Journal of Human Health (JHH) aims to promote communication among health & medical sciences researchers worldwide.

It is an international journal with editorial and consultant contributors from various parts of the world, and is published bimonthly

The Editorial Process



All manuscripts are double-blind reviewed. Where appropriate, health services research statisticians review papers with statistical content. When the reviews are returned, the editor assigned to the paper reads the paper again and identifies any further modifications needed before the paper can be accepted.

Our policy like that of other journals is that the reviewer's role is to advice the editor but it is the latter who makes the final decision.

Clinical trial registry



Journal of Human Health favors registration of clinical trials and is a signatory to the Statement on publishing clinical trials in Indian biomedical journals. Journal of Human Health would publish clinical trials that have been registered with a clinical trial registry that allows free online access to public. Registration in the following trial registers is acceptable: <http://www.ctri.in/>; <http://www.actr.org.au/>; <http://www.clinicaltrials.gov/>; <http://isrctn.org/>; <http://www.trialregister.nl/trialreg/index.asp>; and <http://www.umin.ac.jp/ctr>. This is applicable to clinical trials that have begun enrollment of subjects in or after June 2008. Clinical trials that have commenced enrollment of subjects prior to June 2008 would be considered for publication in Journal of Human Health only if they have been registered retrospectively with clinical trial registry that allows unhindered online access to public without charging any fees.

Authorship Criteria



Authorship credit should be based only on substantial contributions to each of the three components mentioned below:

1. Concept and design of study or acquisition of data or analysis and interpretation of data;
2. Drafting the article or revising it critically for important intellectual content: and

3. Final approval of the version to be published.

Participation solely in the acquisition of funding or the collection of data does not justify authorship. General supervision of the research group is not sufficient for authorship. Each contributor should have participated sufficiently in the work to take public responsibility for appropriate portions of the content of the manuscript. The order of naming the contributors should be based on the relative contribution of the contributor towards the study and writing the manuscript. Once submitted the order cannot be changed without written consent of all the contributors. The journal prescribes a maximum number of authors for manuscripts depending upon the type of manuscript, its scope and number of institutions involved (vide infra). The authors should provide a justification, if the number of authors exceeds these limits.

Contribution Details

Contributors should provide a description of contributions made by each of them towards the manuscript. Description should be divided in following categories, as applicable: concept, design, definition of intellectual content, literature search, clinical studies, experimental studies, data acquisition, data analysis, statistical analysis, manuscript preparation, manuscript editing and manuscript review. One or more author should take responsibility for the integrity of the work as a whole from inception to published article and should be designated as 'guarantor'.

Conflicts of Interest/ Competing Interests

Authors must identify any potential financial conflicts of interest before the review process begins.

Declared conflict of interest will not automatically result in refection of paper but the editors reserve the right to publish any declared conflict of interest alongside accepted. The following would generally be regarded as potential conflicts of interest:

1. Direct financial payment to an author for the research or manuscript production by the sponsor of a product or service evaluated in an article.
2. Ownership of shares by an author in the company sponsoring a product service evaluated in an article (or in a company sponsoring a competing product).
3. Personal consultant with companies or other organizations with a financial interest in the promotion of particular health care products and services.
4. In the case of researches on human subjects, inform consent and other ethical considerations should be mentioned in the "methods" section of the manuscript.
5. All manuscripts from RCT researches should be registered and include their registration number.

An example of a valid registry for RCTs is (www.rct.ir).

Submission of Manuscripts

Manuscript

All manuscript must be submitted online submission through website <http://www.journalonweb.com/jhh>. Please follow on screen instructions and steps to upload different part of your article at the website. Authors are advised to write in clear and simple English and to have their article checked by colleagues before submission. Each of the following sections should start on a separate page: abstract, text, references, tables, and figures legends.

Indent the first line of each paragraph. Abbreviation (except for measurements) and acronyms are discouraged.

Use metric units whenever practical. All pages should be numbered, with the title page as page number one. Use active rather than passive voice whenever possible. Avoid footnotes in the text.

The right margins of the text should be ragged rather than justified. Information identifying authors should be omitted from the manuscript pages, except for the title page (see below).

Acknowledgments should be listed on a separate page.

Submission Files

Main submission file must be prepared in Microsoft Word document file format (*.doc). Please do not use sophisticated formatting and page styles, as these lead to some problem in file processing. If the references have been prepared using Endnote software or similar programs, please ensure to remove the reference manager links from the file before submission.

Otherwise these references may not be visible under certain platforms. A sample manuscript template may be downloaded from <http://www.journalonweb.com/jhh> to use as a guide for manuscript preparation.

All tables must be present in the main submission file and they may not embedded as graphics.

All figures, pictures, graphics or images must be submitted as supplementary files (see below).

Title page

The title page should include the main title, an abbreviated running title of 45 characters or fewer, a word count for the text, the full names and affiliations of each author, the name and complete address of the author to whom reprint requests or correspondence should be addressed, and if applicable, financial support information, including granting agency and grant number. The institutions listed should reflect the authors' affiliations at the time that the work was done, rather than their present affiliation.

Abstract

An abstract should accompany each original article, review article. The abstract should be limited to 200 words for original or review articles and 100 words for short communication or case report. It should include the background, methods, results, and conclusion sections separately, except for review articles and case reports. It should describe the research purposes or motivation for the paper, the main findings or viewpoints and central conclusions. It should be factual, and give quantified findings in preference to descriptive language. It should contain no references or abbreviations. On the abstract page, authors should include a list of important keywords, which will be published with the paper and used for indexing. Key words should conform to the Medical Subject Headings used in Index Medicus (<http://www.nlm.nih.gov/mesh/MBrowser.html>)

Preparation of Manuscripts



Manuscripts must be prepared in accordance with "Uniform requirements for Manuscripts submitted to Biomedical Journals" developed by the International Committee of Medical Journal Editors (October 2008). The uniform requirements and specific requirement of Journal of Human Health are summarized below. Before submitting a manuscript, contributors are requested to check for the latest instructions available. Instructions are also available from the website of the journal (<http://www.jhhjournal.org>) and from the manuscript submission site <http://www.journalonweb.com/jhh>).

Journal of Human Health accepts manuscripts written in American English.

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It is the responsibility of authors/ contributors to obtain permissions for reproducing any copyrighted material. A copy of the permission obtained must accompany the manuscript. Copies of any and all published articles or other manuscripts in preparation or submitted elsewhere that are related to the manuscript must also accompany the manuscript.

Types of Manuscripts



Original Articles

Original articles should be limited to 5,000 words. The paper should clearly describe the reason for undertaking the work, and present methods used and the results found in separate sections. Scientific interpretations based on the findings should be presented in a discussion section; a self critical / examination of the findings is encouraged.

Short Communication

Short Communications are treated like original articles, except that they should be limited to 1400 words, with an abstract of 100 words or fewer.

Review Articles

A review article is an analysis and collection of the current state of the research on a particular topic.

It is not an original article with new data but represents:

- the main people working in a field
- recent major advances and discoveries
- significant gaps in the research
- current debates
- ideas of where research might go next

Review articles are usually invited by the Editor, although we will consider unsolicited material. All review articles, even if invited, undergo the same peer-review and editorial process as original research reports. These articles do not include an abstract. The text is limited to 2500 words, with a maximum of 4 tables and figures (total) and up to 80 references.

Editorials

Unsolicited editorials will be reviewed for publication as short commentaries on topics of current interest to Medical & Health practitioners. Editorials should be 1,000 words or fewer.

Case Report

Case report is a detailed report of the assessment, planning, implementation, evaluation and follow up of an individual patient and contains: 1) unique cases that may represent a previously undescribed condition; 2) unexpected and important association of two or more diseases; 3) any other clinical observation based upon well-documented cases that provides important new information.

Letters to Editor

Letters to editor on any topic of interest to medical and public health community will be considered for publication. Letters should be double spaced and limited to 250 words.

Introduction: State the purpose and summarize the rationale for the study or observation.

Materials and Methods: It should include and describe the following aspects:

Ethics: When reporting studies on human beings, indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional or regional) and with the Helsinki Declaration of 1975, as revised in 2000 (available at http://www.wma.net/e/policy/17-c_e.html). For prospective studies involving human participants, authors are expected to mention about approval of (regional/ national/ institutional or independent Ethics Committee or Review Board, obtaining informed consent from adult research participants and obtaining assent for children aged over 7 years participating in the trial. The age beyond which assent would be required could vary as per regional and/ or national guidelines. Ensure confidentiality of subjects by desisting from mentioning participants' names, initials or hospital numbers, especially in illustrative material. When reporting experiments on animals, indicate whether the institution's or a national research council's guide for, or any national law on the care and use of laboratory animals was followed. Evidence for approval by a local Ethics Committee (for both human as well as animal studies) must be supplied by the authors on demand. Animal experimental procedures should be as humane as possible and the details of anesthetics and analgesics used should be clearly stated. The ethical standards of experiments must be in accordance with the guidelines provided by the CPCSEA and World Medical Association Declaration of Helsinki on Ethical Principles for Medical Research Involving Humans for studies involving experimental animals and human beings, respectively). The journal will not consider any paper which is ethically unacceptable. A statement on ethics committee permission and ethical practices must be included in all research articles under the 'Materials and Methods' section.

Study design:

Selection and Description of Participants: Describe your selection of the observational or experimental participants (patients or laboratory animals, including controls) clearly, including eligibility and exclusion criteria and a description of the source population. *Technical information:* Identify the methods, apparatus (give the manufacturer's name and address in parentheses), and procedures in sufficient detail to allow other workers to reproduce the results. Give references to established methods, including statistical methods (see below); provide references and brief descriptions for methods that have been published but are not well known; describe new or substantially modified methods, give reasons for using them, and evaluate their limitations. Identify precisely all drugs and chemicals used, including generic name(s), dose(s), and route(s) of administration.

Reports of randomized clinical trials should present information on all major study elements, including the protocol, assignment of interventions (methods of randomization, concealment of allocation to treatment groups), and the method of masking (blinding), based on the CONSORT Statement (<http://www.consort-statement.org>).

Reporting Guidelines for Specific Study Designs

Initiative	Type of Study	Source
CONSORT	Randomized controlled trials	http://www.consort-statement.org
STARD	Studies of diagnostic accuracy	http://www.consort-statement.org/stardstatement.htm
QUOROM	Systematic reviews and meta-analyses	http://www.consort-statement.org/Initiatives/MOOSE/moose.pdf
STROBE	Observational studies in epidemiology	http://www.strobe-statement.org
MOOSE	Meta-analyses of observational studies in epidemiology	http://www.consort-statement.org/Initiatives/MOOSE/moose.pdf

Statistics: Whenever possible quantify findings and present them with appropriate indicators of measurement error or uncertainty (such as confidence intervals). Authors should report losses to observation (such as, dropouts from a clinical trial). When data are summarized in the Results section, specify the statistical methods used to analyze them. Avoid non-technical uses of technical terms in statistics, such as 'random' (which implies a randomizing device), 'normal', 'significant', 'correlations', and 'sample'. Define statistical terms, abbreviations, and most symbols. Specify the computer software used. Use upper italics (*P* 0.048). For all *P* values include the exact value and not less than 0.05 or 0.001. Mean differences in continuous variables, proportions in categorical variables and relative risks including odds ratios and hazard ratios should be accompanied by their confidence intervals.

Results: Present your results in a logical sequence in the text, tables, and illustrations, giving the main or most important findings first. Do not repeat in the text all the data in the tables or illustrations; emphasize or summarize only important observations. Extra- or supplementary materials and technical detail can be placed in an appendix where it will be accessible but will not interrupt the flow of the text; alternatively, it can be published only in the electronic version of the journal.

When data are summarized in the Results section, give numeric results not only as derivatives (for example, percentages) but also as the absolute numbers from which the derivatives were calculated, and specify the statistical methods used to analyze them. Restrict tables and figures to those needed to explain the argument of the paper and to assess its support. Use graphs as an alternative to tables with many entries; do not duplicate data in graphs and tables. Where scientifically appropriate, analyses of the data by variables such as age and sex should be included.

Discussion: Include summary of *key findings* (primary outcome measures, secondary outcome measures, results as they relate to a prior hypothesis); *Strengths and limitations* of the study (study question, study design, data collection, analysis and interpretation); *Interpretation and implications* in the context of the totality of evidence (is there a systematic review to refer to, if not, could one be reasonably done here and now?, what this study adds to the available evidence, effects on patient care and health policy, possible mechanisms); *Controversies* raised by this study; and *Future research directions* (for this particular research collaboration, underlying mechanisms, clinical research).

Do not repeat in detail data or other material given in the Introduction or the Results section. In particular, contributors should avoid making statements on economic benefits and costs unless their manuscript includes economic data and analyses. Avoid claiming priority and alluding to work that has not been completed. New hypotheses may be stated if needed, however they should be clearly labeled as such. About 30 references can be included. These articles generally should not have more than six authors.

References

Authors are responsible for the accuracy of all references. These should be numbered sequentially as superscripts in order of their appearance in the text and listed in a separate section following the text, double-spaced. All authors and inclusive page numbers should be limited to published works; unpublished data or personal communications should be indicated parenthetically in the text. Numbered references should appear at the end of the article and should consist of surnames, and initials of all authors when six or less, when seven or more list the first six and add et al, Title of article, name of journal abbreviated according to Index Medicus style, year, volume, first and last page numbers,

e.g. Parkin DM, Clayton D, Black RJ, Masuyer E, Fried L HP, Ivanov E, et al. Childhood leukaemia in Europe after Chernobyl: 5 year follow-up. Br J cancer 1990; 73:1006-12
For books, names and initials of all authors, the full title, place of publication, publisher, year of publication, and page number should be given.

Tables

Tables should be typed double spaced, presented on separate pages after the references, and numbered in the order in which they are cited in the text. Table headers should be fully descriptive of the contents, and whenever possible should be comprehensible without reference to the text. Tables should supplement, not duplicate, the text. Use only horizontal rules.

Illustrations (Figures)

Each figure must be prepared and submitted as a graphic file (tiff image) with high resolution. Upon acceptance of the paper the authors must prepare and submit the figures in a high resolution format in accordance with the Pubmed Central preferred image file specification at <http://www.pubmedcentral.nih.gov/about/preferred.html>. For the details (see http://www.pubmedcentral.nih.gov/about/image_quality_table.html) of image file specifications please refer to the Pubmed Central documents. Failure to submit the required image format in time, may cause delay in the publication of the accepted papers. Keep wording on figures to a minimum, with explanations written in the figure legends. Legends for figures should be placed at the end of the main submission file. Figure legends should not be part of the figure proper. Line drawings and graphs should be professionally drawn and lettered; freehand or typewritten lettering is unacceptable.

Protection of Patients' Rights to Privacy



Identifying information should not be published in written descriptions, photographs, sonograms, CT scans, etc., and pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian, wherever applicable) gives informed consent for publication. Authors should remove patients' names from figures unless they have obtained informed consent from the patients. The journal abides by ICMJE guidelines:

1. Authors, not the journals nor the publisher, need to obtain the patient consent form before the publication and have the form properly archived. The consent forms are not to be uploaded with the cover letter or sent through email to editorial or publisher offices.
2. If the manuscript contains patient images that preclude anonymity, or a description that has obvious indication to the identity of the patient, a statement about obtaining informed patient consent should be indicated in the manuscript.

Sending a revised manuscript



The revised version of the manuscript should be submitted online in a manner similar to that used for submission of the manuscript for the first time. However, there is no need to submit the “First Page” or “Covering Letter” file while submitting a revised version. When submitting a revised manuscript, contributors are requested to include, the ‘referees’ remarks along with point to point clarification at the beginning in the revised file itself. In addition, they are expected to mark the changes as underlined or colored text in the article.

Reprints and proofs



After publication, authors will receive one electronic copy of journal containing their article

Publication schedule

The journal publishes articles on its website immediately on acceptance and follows a ‘continuous publication’ schedule. Articles are compiled for ‘print on demand’ semiannual issues.

Manuscript submission, processing and publication charges



The journal does not charge for submission and processing of the manuscripts.

Copyrights



Authors must transfer copyright of their articles to the Iranian Journal of Human Health (JHH), as pointer out at manuscript checklist.

Checklist



As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines.

1. I as the corresponding author of this paper agree with all terms and conditions of the journal as is stated here. In addition I will be responsible for any damages and charges which may result from submission and publication of this paper.
2. In addition to be the submitter of this manuscript I am an author of this paper and my name is included in the authors list of the manuscript
3. The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor). In addition I will not submit my paper to another journal without sending a withdrawal notice signed by all authors and send by ordinary mail.
4. If I decided to withdraw my paper, I will inform the editorial office of my decision in time before the editorial decision. Otherwise I agree to pay the cost of article processing as will be determined by the editorial office.
5. Copyright transfer form signed by all authors (downloadable from <http://jhhjournal.org/contributors.asp>) will be sent to the editorial office offline (by mail)
6. The submission file is in Microsoft Word document file format (*.doc). The text is double-spaced; uses a 12-point font.
7. The text adheres to the stylistic and bibliographic requirements outlined in the author guidelines, which is available in the journal web site under 'About' the Journal (<http://jhhjournal.org>)
8. Name of all authors are included in the full text of the article and also in the Article Metadata. Any discrepancy between the names, number and order of the authors between the full text and the metadata in the step 2 submission may lead to initial rejection of the paper.
9. Each figure is prepared as a tiff graphic file, and will be submitted as supplementary files.

Contributors' form



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