

Journal of Transcatheter Valve Therapies

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Aims and Scope

The *Journal of Transcatheter Valve Therapies* (JTVT) is an Open Access journal that aims to provide and share the latest information in transcatheter valve therapies and related fields. The journal publishes a range of peer-reviewed article types that explore comprehensive and specific aspects of this emerging field, as well as important reviews and methods. Supported by the Japan Transcatheter Valve Therapies society and published continuously online, the journal has a global audience of cardiac specialists that use the journal's content to remain informed and up-to-date and therefore improve patient outcomes.

Manuscript Types

The journal welcomes 6 manuscript types, all of which are subject to peer review. General details are provided below; more specific details are available in the Manuscript Preparation section.

Original Articles

Full and comprehensive reports describing original research. The main text should not exceed 7,200 words (6 typeset journal pages including tables/figures).

Reviews

Reviews are invited by the journal and present novel or unique overviews of recent or important developments in the field. Reviews must be insightful and must address the question(s) of interest using appropriate and fully presented evidence; exhaustive general summaries are not published. Reviews can be up to 9,600 words (8 pages including tables/figures) and can explore several aspects of importance in a broader subject area. Reviews are occasionally commissioned by the Editor-in-Chief, and the journal welcomes proposals from interested authors.

Case Reports

Brief descriptions of one or two specific cases in which transcatheter valve therapies have played an important role.

How to Do It

Brief reports on new techniques or procedures, modifications of existing techniques or new equipment in transcatheter valve therapies.

Imaging Flashlight

Imaging Flashlight articles consist of figures, illustrations, or photographs that provide descriptive information regarding transcatheter valve therapies, with only brief text.

Letters to the Editor

Letters to the Editor are brief, constructive commentaries in response to recently published articles in JTVT.

Journal & Ethics Policies

JTVT upholds the highest standards in scholarly publishing. Before submitting a manuscript to the journal, authors must ensure that they have read and complied with the journal's policies. The journal reserves the right to reject without review, or retract, any manuscript that the Editor believes may not comply with these policies.

The responsibilities of the journal's authors, editors, reviewers and publisher regarding research and publication ethics are described in full below.

Submission to the journal implies that the manuscript has not been previously published (in part or in whole), is not in press, and is not under consideration for publication elsewhere. The journal considers secondary publication for articles previously published in another language, as defined in the Secondary Publication section.

Authors must inform the editors if any related manuscripts are under consideration, in press or published elsewhere. The availability of a manuscript on a publicly accessible preprint server does not constitute prior publication (see 'Preprints').

If authors choose to submit their manuscript elsewhere before a final decision has been made on its suitability for publication in JTVT, they should first withdraw it from the journal.

Submission

JTVT welcomes manuscript submissions from all authors based anywhere in the world.

Submission of a manuscript to the journal implies that all authors: have approved it, warrant it is factual, have agreed to its submission, and have the right to publish it.

Originality

Submission to the journal implies that the manuscript is original work. The journal may use iThenticate plagiarism software to screen manuscripts for unoriginal content. By submitting a manuscript to the journal, authors agree to this screening. Any manuscript with an unacceptable level of unoriginal material may be rejected or retracted at the Editors' discretion.

Preprints

To support the wide dissemination of research, the journal encourages authors to post their research manuscripts on community-recognized preprint servers, either before or alongside submission to the journal. This policy applies only to the original version of a manuscript that describes primary research. Any version of a manuscript that has been revised in response to reviewers' comments, accepted for publication or published in the journal should not be posted on a preprint server. Instead, forward links to the published manuscript may be posted on the preprint server.

Authors should retain copyright in their work when posting to a preprint server.

Scooping

When assessing the novelty of a manuscript submitted to the journal, the editors will not be influenced by other manuscripts that are posted on community-recognized preprint servers after the date of submission to JTVT (or after the date of posting on a preprint server, if the manuscript is submitted to JTVT within 4 months).

Authorship

Submission to the journal implies that all authors have seen and approved the author list. Changes to the author list after manuscript submission – such as the insertion or removal of author names, or a rearrangement of author order – must be approved by all authors and the editor.

Authors are encouraged to consider the International Committee of Medical Journal Editors (ICMJE) Recommendations on '[Defining the Role of Authors and Contributors](#)'. The ICMJE recommends that authorship is based on four criteria: making a substantial contribution to the conception or design of the work, or the acquisition, analysis or interpretation of data for the work; drafting the manuscript or revising it critically for important intellectual content; approving the final version of the manuscript for publication; and agreeing to be held accountable for all aspects of the work. Any contributor who has met all four criteria should be an author on the manuscript. Contributors who do not meet all four criteria should not be authors of the manuscript but may be included in the Acknowledgements section instead.

Data falsification, data fabrication and image integrity

Authors must not falsify or fabricate data. Authors may digitally manipulate or process images, but only if the adjustments are kept to a minimum, are applied to the entire image, meet community standards, and are clearly described in the manuscript. All images in a manuscript must accurately reflect the original data on which they are based. Authors must not move, remove, add or enhance individual parts of an image. The editors reserve the right to request original, unprocessed images from the authors. Failure to provide requested images may result in a manuscript being rejected or retracted.

Reproducing copyrighted material

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permission to reproduce the material.

Secondary publication

One of the main ambitions of JTVT is to ensure the dissemination of knowledge, especially knowledge that which is inaccessible to the journal's broad international audience. Following [ICJME policies](#) on this issue, the journal therefore considers articles that have been previously published in another language if the following conditions are met:

- All authors of the original publication agree to the secondary publication, but understand that acceptance in the journal is not guaranteed.
- The manuscript undergoes full peer review.
- Editors from both journals approve of the re-publication.
- Full copyright permissions, per the section 'Reproducing copyrighted material', are supplied upon manuscript submission.
- A reasonable period of time has elapsed before the publication of the English version, to maintain the priority of the original publication. This time will be decided by the editors of both journals.
- JTVT's audience is different to the original publication's audience. Differentiating elements can include that the original publication and the original journal are published wholly in the other language; the original journal is not in PubMed, the Science Citation Index Expanded (Clarivate Analytics), Scopus (Elsevier) or other large international database; and the original journal has a restricted distribution (e.g. in print to members of a society only). Authors should contact the Editor-in-Chief for clarification if needed.
- The secondary publication faithfully reflects the data and interpretations of the original publication.

Secondary publications will include text that indicates they are fully peer-reviewed translations of an original publication. They will contain a statement such as: "This article is based on a study first reported in [journal title, with full reference]."

Availability of data and materials

Authors must disclose the source of publicly available data and materials, such as public repositories or commercial manufacturers, by including accession numbers or company details in their manuscript, as appropriate.

Authors may make their own data and materials available in Supplementary Material, or by linking from their manuscript to relevant community-recognized public databases or digital repositories. All data sets must be made available in full to the editors and reviewers during the peer review process, and must be made publicly available by the date of publication. Authors commit to preserving their data sets for at least three years from the date of publication in the journal.

The journal encourages authors to grant reasonable requests from colleagues to share any data, materials and experimental protocols described in their manuscript.

Animal/human experimentation

If the work involves the use of human subjects, the author should ensure that the work has been carried out in accordance with [Declaration of Helsinki](#) for experiments involving humans, and that the work has been approved by the appropriate ethics institutional review board (IRB). If the work describes on live animals, it must indicate that the research has been approved by the appropriate institutional review board (IRB). Any information about patients must be fully anonymized and within community-accepted practices. Authors should obtain informed consent from participants.

Authors of manuscripts describing experiments involving animals or materials derived from animals must demonstrate that the work was carried out in accordance with the guidelines approved by the authors' institution(s).

Clinical trial registration

The journal adheres to the International Committee of Medical Journal Editors (ICMJE) policy on [Clinical Trials Registration](#), which recommends that all clinical trials are registered in a public trials registry at or before the time of first patient enrollment as a condition of consideration for publication. Trials should be registered in a publicly accessible database, such as UMIN-CTR, JMACCT, JapicCIT, or other as appropriate. Manuscripts must include the registration number at the end of abstract.

Reporting guidelines

The journal requires authors to follow the EQUATOR Network's [Reporting Guidelines](#) for health research. Study types include, but are not limited to, randomized trials, observational studies, systematic reviews, case reports, qualitative research, diagnostic and prognostic studies, economic evaluations, animal pre-clinical studies and study protocols.

Author competing interests and conflicts of interest (COI)

A conflict of interest exists when there are actual, perceived or potential circumstances that could influence an author's ability to conduct or report research impartially. Potential conflicts include (but are not limited to) competing commercial or financial interests, commercial affiliations, consulting roles, or ownership of stock or equity. All authors must disclose any financial and personal relationships with other individuals or organizations in the three years preceding the submission of the manuscript.

Any conflicts of interest must be disclosed by i) including a disclosure statement in the manuscript, as described in the Manuscript Preparation section below, and ii) submitting a [COI form](#). The first or corresponding author is required to collect the COI of all authors, enter the details into the COI form, and submit it with the manuscript files upon first submission.

Authors should list all funding sources for their work in the Acknowledgements section of their manuscript.

Confidentiality

The journal maintains the confidentiality of all unpublished manuscripts. By submitting their manuscript to the journal, the authors warrant that they will keep all correspondence about their manuscript (from the Editorial Office, editors and reviewers) strictly confidential.

Self-archiving (Green Open Access) policy

Self-archiving, also known as Green Open Access, enables authors to deposit a copy of their manuscript in an online repository. JTVT allows authors of original research manuscripts to upload their article to an institutional or public repository immediately after publication in the journal.

Long-term digital archiving

J-STAGE preserves its full digital library, including JTVT, with Portico in a dark archive (see <https://www.portico.org/publishers/jstage/>). In the event that the material becomes unavailable at J-STAGE, it will be released and made available by Portico.

Advertising Policy

The journal follows [ICMJE](#) recommendations for advertising. That is, all journal content is independently curated, and advertising does not influence editorial decisions. Advertising in the journal is clearly marked as such, and the editors have full and final authority for approving advertisements and for ensuring compliance with this policy. The journal does not carry advertisements for products known to harm health, and the editors review feedback received about published advertisements.

Peer Review Process

Editorial and peer review process

The journal uses single-blind peer review. When a manuscript is submitted to the journal, it is assigned to the Editor-in-Chief, who performs initial screening. Manuscripts that do not fit the journal's scope or are not deemed suitable for publication are rejected without review. The remaining manuscripts are assigned to an Associate Editor who assigns two reviewers to assess each manuscript. Reviewers are selected based on their expertise, reputation and previous experience as peer reviewers.

Upon receipt of the two reviewers' reports, the Associate Editor makes recommendation to the Editor-in-Chief who makes the first decision on the manuscript. Authors who are invited to revise their manuscript must do so by the deadline set out in the decision letter. Revised manuscripts submitted after this deadline may be treated as new submissions. On revision, authors should respond to all comments, and indicate the location of modified text by page number and line number. The modified sections of the text should be highlighted by underlining or using a colored font.

The Associate Editor may send revised manuscripts to peer reviewers for their feedback or may use his or her own judgement to assess how closely the authors have followed the Editor's and the reviewers' comments on the original manuscript.

The Editor then makes a recommendation to the Editor-in-Chief on the manuscript's suitability for publication. The Editor-in-Chief is responsible for making the final decision on each manuscript.

The members of the Editorial Committee act in advisory roles, providing feedback as reviewers and making suggestions to improve the journal. In cases where the Editor-in-Chief is an author on a manuscript submitted to the journal, a member of the Editorial Committee is responsible for making the final decision on the manuscript's suitability for publication in the journal.

Reviewer selection, timing and suggestions

Reviewers are selected based on their expertise in the field, reputation, recommendation by others, and/or previous experience as peer reviewers for the journal.

Reviewers are asked to submit their first review within 2 weeks of accepting the invitation to review. Reviewers who anticipate any delays should inform the Editorial Office as soon as possible.

When submitting a manuscript to the journal, authors may suggest reviewers that they would like included in or excluded from the peer review process. The Editor may consider these suggestions but is under no obligation to follow them. The selection, invitation and assignment of peer reviewers is at the Editor's sole discretion.

Reviewer reports

It is the journal's policy to transmit reviewers' comments to the authors in their original form. However, the journal reserves the right to edit reviewers' comments, without consulting the reviewers, if they contain offensive language, confidential information or recommendations for publication.

Acceptance criteria

If a manuscript satisfies the journal's requirements and represents a significant contribution to the published literature, the Editor may recommend acceptance for publication in the journal.

Articles in JTVT must be:

- within the subject area of the journal's scope
- novel and original
- descriptions of technically rigorous research
- of high interest to the journal's audience
- important additions to the field.

If a manuscript does not meet the journal's requirements for acceptance or revision, the Editor may recommend rejection.

Editorial independence

Japan Transcatheter Valve Therapies (the "Society") has granted the journal's Editorial Committee complete and sole responsibility for all editorial decisions. The Society will not become involved in editorial decisions, except in cases of a fundamental breakdown of process.

Editorial decisions are based only on a manuscript's scientific merit and are kept completely separate from the journal's other interests.

Appeals

Authors who believe that an editorial decision has been made in error may lodge an appeal with the Editorial Office. Appeals are only considered if the authors provide detailed evidence of a misunderstanding or mistake by a reviewer or editor. Appeals are considered carefully by the Editor-in-Chief, whose decision is final. The guidelines of the [Committee on Publication Ethics](#) (COPE) are followed where and when relevant.

Confidentiality in peer review

The journal maintains the confidentiality of all unpublished manuscripts. Editors and reviewers will not:

1. disclose a reviewer's identity unless the reviewer makes a reasonable request for such disclosure
2. discuss the manuscript or its contents with anyone not directly involved with the manuscript or its peer review
3. use any data or information from the manuscript in their own work or publications
4. use information obtained from the peer review process to provide an advantage to themselves or anyone else, or to disadvantage any individual or organization.

In addition, reviewers will not reveal their identity to any of the authors of the manuscript or involve anyone else in the review (for example, a post-doc or PhD student) without first receiving permission from the Editor.

Editor and reviewer conflicts of interest in peer review

A conflict of interest exists when there are actual, perceived or potential circumstances that could influence an editor or reviewer's ability to act impartially when assessing a manuscript. Such circumstances might include having a personal or professional relationship with an author, working on the same topic or in direct competition with an author, having a financial stake in the work or its publication, or having seen previous versions of the manuscript.

Reviewers and members of the journal's Editorial Committee undertake to declare any conflicts of interest when handling manuscripts. An editor or reviewer who declares a conflict of interest is unassigned from the manuscript in question and is replaced by a new editor or reviewer.

Editors try to avoid conflicts of interest when inviting reviewers, but it is not always possible to identify potential bias.

Errata and retractions

The journal recognizes the importance of maintaining the integrity of published literature.

A published article that contains an error may be corrected through the publication of an Erratum. Errata describe errors that significantly affect the scientific integrity of a publication, the reputation of the authors, or the journal itself. Authors who wish to correct a published article should contact the editor who handled their manuscript or the Editorial Office with full details of the error(s) and their requested changes. In cases where co-authors disagree over a correction, the Editor-in-Chief may consult the Editorial Committee or external peer reviewers for advice. If a Erratum is published, any dissenting authors will be noted in the text.

A published article that contains invalid or unreliable results or conclusions, has been published elsewhere, or has infringed codes of conduct (covering research or publication ethics) may be retracted. Individuals who believe that a published article should be retracted are encouraged to contact the journal's Editorial Office with full details of their concerns. The Editor-in-Chief will investigate further and contact the authors of the published article for their response. In cases where co-authors disagree over a retraction, the Editor-in-Chief may consult the Editorial Committee or external peer reviewers for advice. If a Retraction is published, any dissenting authors will be noted in the text.

The decision to publish Errata or Retractions is made at the sole discretion of the Editor-in-Chief.

Editors as authors in the journal

Any member of the journal's Editorial Committee, including the Editor-in-Chief who is an author on a submitted manuscript is excluded from the peer review process and from viewing details about their manuscript.

A manuscript authored by an editor of JTVT is subject to the same high standards of peer review and editorial decision making as any manuscript considered by the journal.

Responding to potential ethical breaches

The journal will respond to allegations of ethical breaches by following its own policies and, where possible, the guidelines of [COPE](#).

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JTVT is fully Open Access and uses a Creative Commons (CC) license, which allow users to use and reuse material published in the journal, in defined ways, without charge or the need to ask prior permission from the publisher or author.

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Some funding bodies require articles funded by them to be published under a specific Creative Commons license. Before submitting your work to the journal, check with the relevant funding bodies to ensure that you comply with any mandates.

Publication Fees

There are no submission or publication fees for JTVT. The society supports and invests in the journal to provide a valuable service to the community.

Manuscript Submission

All manuscripts must be submitted via the journal's online submission system, iap cloud: https://iap-jp.org/jtvtt/journal_e/. Each manuscript file should be supplied separately in one of these formats:

- 1) Title page and Text (Abstract ~ Legends): MS Word (DOCX)
- 2) Tables: MS Excel (XLSX) or MS Word (DOCX); images or collections of text boxes are not acceptable.
- 3) Figures: JPEG, TIFF, or PowerPoint (PPTX).
- 4) Video: MPEG, or AVI.
- 5) Conflict of Interest form: MS Word (DOCX) or PDF.

Each author of a manuscript will receive a submission confirmation mail sent from the iap cloud system when submission is completed.

Manuscript Preparation

Style

Manuscripts should be prepared in Microsoft Word or other appropriate software using double line spacing throughout. Page size should be set to A4 and use Arial or Times New Roman fonts, 10 or 11 point. Use 24 lines per page and margins of 30 mm. Number each page using the automatic page-numbering function.

English standards

Manuscripts should be written in clear, grammatically correct English. Authors whose primary language is not English are strongly encouraged to have their manuscript checked by a knowledgeable English speaker or by an editing service prior to submission. If a manuscript is not clear due to poor English, it may be rejected without undergoing peer review.

Format

Arrange the manuscript in the order of Abstract, Text, Acknowledgements, Funding, Author Contributions, Disclosure Statement, References, and Legends.

Manuscripts should conform to the length and other specifications per the table below. Further details are also provided in the Manuscript Types section.

The word limit or the pages includes tables/figures but excludes references. One table or figure is the equivalent of approximately 200 words, which should be subtracted from the total word count.

Reviews	
Words	Up to 9,600 words (8 typeset journal pages including tables/figures)
Abstract	Up to 400 words. Free form.
Structure	Free style, followed by (Acknowledgments), Declarations (including Ethics approval and consent to participate, Consent for publication, Data availability, Funding, Author Contributions, Disclosure Statement), References, and Legends
References	Up to 50
Table/Figure	Up to 8 in total
Original Articles	
Words	Up to 7,200 words (6 typeset journal pages including tables/figures)
Abstract	Up to 400 words. Structured with the subheads of Objective, Methods, Results, Conclusion.
Structure	Abstract, Introduction, Material and Methods, Results, Discussion, Conclusion, (Acknowledgments), Declarations (including Ethics approval and consent to participate, Consent for publication, Data availability, Funding, Author Contributions, Disclosure Statement), References, and Legends
References	Up to 30
Table/Figure	Up to 6 in total
Case Reports	
Words	Up to 6,000 words (5 typeset journal pages including tables/figures)
Abstract	Up to 250 words. Structured with the subheads of Objective, Case Presentation(s), Conclusion.
Structure	Abstract, Introduction, Case Presentation(s), Discussion, Conclusion, (Acknowledgments), Declarations (including Ethics approval and consent to participate, Consent for publication, Data availability, Funding, Author Contributions, Disclosure Statement), References, and Legends

References	Up to 20
Table/Figure	Up to 3 in total
How to Do Its	
Words	Up to 6,000 words (5 typeset journal pages including tables/figures)
Abstract	Up to 250 words. Structured with the subheadings of Objective, Case Presentation(s), Conclusion.
Structure	Abstract, Introduction, Case Presentation(s), Discussion, Conclusion, (Acknowledgments), Declarations (including Ethics approval and consent to participate, Consent for publication, Data availability, Funding, Author Contributions, Disclosure Statement), References, and Legends
References	Up to 20
Table/Figure	Up to 3 in total
Imaging Flashlights	
Words	Up to 250 words (1 typeset journal page including a figure)
Abstract	not required
Structure	Main text (using sections of the author's choice), (Acknowledgments), Declarations (including Ethics approval and consent to participate, Consent for publication, Data availability, Funding, Author Contributions, Disclosure Statement), References, and Legends.
References	Up to 3
Figure	Up to 1 in total
Letter to the Editor	
Words	Up to 400 words (1.5 typeset journal pages including a table/figure)
Abstract	not required
Structure	Main text (using sections of the author's choice), (Acknowledgments), Funding, Author Contributions, Disclosure Statement, References, and Legends.
References	Up to 5
Table/Figure	Up to 1 in total

Title page

The title page should include the information below.

- 1) Manuscript type (Review Article, Original Article, Case Report, How to Do It, Imaging Flashlight, Letter to the editor)
- 2) Manuscript Title
- 3) The names of all authors (first name, middle initial[s], and surname) are spelled out.
- 4) All authors' institutional affiliations (where the manuscript has been created)
- 5) Contact details of the corresponding author (mailing address, telephone number, and email address)
- 6) Keywords (up to 5)
- 7) Running title
- 8) ORCID IDs of the authors (if any)

Title

The title should describe the content of the article briefly but clearly and is important for search purposes by third-party services. Do not use the same main title with numbered minor titles, even for a series of papers by the same authors. Do not use abbreviations in the title, except those used generally in related fields.

Running Title

The running title should not exceed 60 characters.

Abbreviations

Abbreviations should be spelled out in the first appearance in each part of the title, key words, abstract, and text, and use the abbreviations thereafter. Abbreviations should be defined for each table and figure legend.

Units

SI or SI-derived units should be used. More information on SI units is available at the [Bureau International des Poids et Mesures \(BIPM\) website](#).

Devices

When referring to devices like catheters and coils for the first time, the supplier must be stated. There is no need to append “TM” or “®”. e.g. MitraClip (Abbott, Abbott Park, IL, USA). That is: company, city, state, country.

Acknowledgments

Please acknowledge those who have made important contributions to the manuscript; obtain consent to publish names before submitting the paper.

Declarations

All manuscripts must contain the following six sections under the heading 'Declarations'. These should be included after any Acknowledgments and before the References section. If any of the sections are not relevant to your manuscript, please include the heading and write 'Not applicable' for that section. Please also see the relevant sections in the submission guidelines for further information as well as various examples of wording.

- Ethics approval and consent to participate

State the name of the ethics committee that approved the study and provide the approval number. If not required, provide a statement explaining why.

- Consent for publication

For studies involving human subjects, state that consent for publication was obtained from participants or their legal guardians and include any relevant details. If not applicable, state 'Not applicable'.

- Data availability

Describe where the data supporting the findings can be accessed. If data are not made publicly available, explain why.

- Funding

Authors should list all funding sources for their work in the Funding section. Where possible and for each grant, the receiving institution, the funding agency, the grant number, and the location (city and country) of the funding agency should be included. If not relevant, please write "Not applicable."

- Author Contributions

Each author's contribution to the work should be stated after the Acknowledgments section. An example of an Author Contribution statements is:

Conception and design: AA

Acquisition and analysis of data: BB

Manuscript drafting: AA and BB

Interpretation of data, revising the work critically for important intellectual content: CC

Final approval of the version to be published: all authors

Accountability for all aspects of the work: all authors

- Disclosure of Conflicts of Interest

As described in the 'Author competing interests and conflicts of interest (COI)' section above, include a Disclosure of Conflicts of Interest section after the Author Contributions section. Examples of a Disclosure of Conflicts of Interest statements are:

A (author name) received a research grant from X (entity name) .; B is an employee of X.; C received lecture fees from X.; All remaining authors have declared no conflicts of interest.

If no competing interests are declared, include the statement: All authors declare there were no conflicts of interest in relation to the manuscript.

References

Supporting references should be listed consecutively in the order cited in the text. References cited in the text should be superscript. Please see the table in the Format section for number of permissible references for each manuscript type.

References to journal articles should include (1) surnames and initials (without periods) of the first three authors and "et al." for all others, (2) article titles, (3) abbreviated journal names (as per the Index Medicus), (4) year of publication (5) volume numbers, and (6) inclusive page numbers. Examples include

Journal article

Rossini R, Tarantini G, Musumeci G, et al. A multidisciplinary approach on the perioperative antithrombotic management of patients with coronary stents undergoing surgery: surgery after stenting 2. *J Am Coll Cardiol Interv* 2018; 11: 417-434.

Book

Cohn PF. *Silent Myocardial Ischemia and Infarction*. 3rd edition. New York, NY: Marcel Dekker, 1993, 33.

Online reference

Fuster V. ACC Cardiology Hour at ACC 2022. https://www.jacc.org/cardiology-hour?_ga=2.144082102.2042197087.1522360261-381695815.1493137865 (Accessed: October 20, 2022)

Authors should give proper attribution for any text or other materials used in their manuscripts. For direct quotes, authors only use what is necessary and that the quotes are used without alteration. The quoted text should be distinguished by indenting or using double quotation marks.

Captions

Legends of figures should be brief and specific, and should appear on a separate manuscript page after the references. Legends must be numbered consecutively and indicate figure numbers as relevant. Any symbols or abbreviations appearing in an illustration must be defined by a corresponding description in the legend. A video legends page giving a brief description of the video content should be provided for each video.

Tables

All tables should be cited consecutively. Tables should be prepared with MS Excel or MS Word, and separated from the text. All tables are to be numbered in the order in which they are cited in the text, and are to include a brief title above the table, as well as a footnote that explains abbreviations used in the body of the table. Each table must be in a separate file. Tables as images are not acceptable.

Figures

All figures should be cited consecutively. Figures or images should be saved as JPEG or TIFF or PowerPoint (PPTX) or MS Word. Each image should be a separate file with the figure number indicated in the file name. A composite image counts as one figure.

CT, MRI and angiography images etc. must be saved using a grey scale with a minimum resolution of 300 dpi. Line art or figures requires a resolution of at least 1,200 dpi with the size of bigger or 127mm x 178 mm. Color images must be prepared using the RGB only.

Supplementary material

Supplementary material adds, but is not essential, to a reader's understanding of a manuscript. Authors are encouraged to submit supplementary material for online-only publication. Supplementary material may comprise data, text, audio or movie files, and is published online alongside the accepted manuscript.

As supplementary material is peer-reviewed, authors must submit it in its final form as part of their manuscript submission. After a manuscript has been accepted for publication, authors may not make any changes to the supplementary material.

Accepted Manuscripts

Manuscripts that are accepted for publication are copyedited and typeset by the journal's production team before publication. The journal is published continuously online. All communication regarding accepted manuscripts is with the corresponding author.

Proofs

The proofreading is the author's responsibility. Authors may check the proof only once. Order of offprint should be confirmed on the proof galley check stage.

Page proofs are sent to the corresponding author, who should check and return them within 48 hours. Only essential corrections to typesetting errors or omissions are accepted; excessive changes are not permitted at the proofing stage.

Offprints

Order reprints at the time of proof galley correction stage. The minimum order of offprint is thirty. An order form and price list for offprints will be sent to the corresponding author with the proof galley.

Order forms for reprints are sent with the proofs to the corresponding author and should be returned with the proofs.

Contact

For editorial, production or other inquiries, and to contact the Editor-in-Chief, please contact the Editorial Office.

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