



Guidelines for Authors

Table of Contents

Mission and Scope of YJBM (p. 1)

Focus Topic Articles (p. 1)

Article Submissions (p. 2)

Scholastica Manuscript Tracking (p. 5)

Process of Submission, Review, Acceptance, and Publication (p. 5)

Considerations for Acceptance (p. 6)

Statement on Scientific Misconduct (p. 6)

Statement on Ethical Misconduct (p. 7)

Author Contributions (p. 7)

MISSION AND SCOPE OF *YJBM*

The *Yale Journal of Biology and Medicine (YJBM)* is a graduate, medical, and professional student-run, peer-reviewed, open-access journal. *YJBM* is published quarterly and aims to publish articles of interest to both physicians and scientists. *YJBM* is and has been an internationally distributed journal with a long history of landmark articles. Our contributors feature a notable list of philosophers, statesmen, scientists, and physicians, including Ernst Cassirer, Harvey Cushing, Rene Dubos, Edward Kennedy, Donald Seldin, and Jack Strominger. Our Editorial Board consists of graduate and professional students and faculty members from Yale School of Medicine and Yale University Graduate School of Arts & Sciences. All manuscripts submitted to *YJBM* are first evaluated on the basis of scientific quality, originality, appropriateness, contribution to the field, and style. Suitable manuscripts are then subject to rigorous, fair, and rapid peer review.

FOCUS TOPIC ARTICLES

YJBM regularly publishes quarterly issues that each highlight a different topic of exceptional significance to the fields of biology, medicine, and public health. To be informed of the upcoming Focus Topics, please visit the YJBM website (<http://medicine.yale.edu/yjbm/>). To contact the Editors of a particular Focus Topic, please email yjbm@yale.edu.

ARTICLE SUBMISSIONS

Contributions are welcome from all qualified sources, including student authors. *YJBM* is dedicated to serving the interests of both authors and readers. No submission, publication, or page fees are levied. Manuscripts should be submitted through Scholastica (see below), uploaded as Microsoft Word documents. Figures, illustrations, and images in separate, high-resolution TIFF or JPEG format. Please contact the journal by e-mail at yjbm@yale.edu for questions not answered by the guidelines. For more detailed submission guidelines, please refer to the separate manuscript submission guidelines.

YJBM publishes the following types of articles:

- Original Research
- Case Reports
- Reviews
- Perspectives
- Analyses
- Symposium Pieces
- Book Reviews
- Profiles
- Interviews
- Other Submissions

The following contains detailed descriptions as to what should be included in each particular type of article. Please note that all word counts indicated for each type of article do include subheadings but do not include the abstract figure/table legends and references.

ORIGINAL RESEARCH ARTICLES

Original research articles present a medical or scientific advance. These manuscripts should present well-rounded studies reporting innovative advances that further knowledge about a topic of importance to the fields of biology or medicine. The conclusions of the Original Research Article should be clearly supported by the results. These can be submitted as either a full-length article (no more than 6000 words, 8 figures, 4 tables, and 100 references) or a brief communication (no more than 2,500 words, 3 figures, 2 tables, and 75 references). Original Research Articles contain five sections:

- (i) Abstract
- (ii) Introduction
- (iii) Materials and Methods
- (iv) Results
- (v) Discussion

CASE REPORTS

Case reports describe an unusual disease presentation, a new treatment, an unexpected drug interaction, a new diagnostic method, or a difficult diagnosis. Case reports should include relevant positive and negative findings from history, examination, and investigation and can include clinical photographs. Additionally, the author must make it clear what the case adds to the field of medicine and include an up-to-date review of all previous cases in the field. These articles should be no more than 5,000 words with no more than 6 figures, 3 tables, and 100 references. Case Reports contain five sections:

- (i) Abstract
- (ii) Introduction
- (iii) Case Presentation (clinical presentation, observations, test results, accompanying figures)
- (iv) Discussion
- (v) Conclusions

REVIEWS

Reviews provide a reasoned survey and examination of a particular subject of research in biology or medicine. These can be submitted as a mini-review (no more than 2,500 words, 3 figures, 1 table, and 75 references) or a long review (no more than 6,000 words, 6 figures, 3 tables, and 150 references). They should include critical assessment of the works cited, explanations of conflicts in the literature, and analysis of the field. The conclusion must discuss in detail the limitations of current knowledge, future directions to be pursued in research, and the overall importance of the topic in medicine or biology. Reviews contain four sections:

- (i) Abstract
- (ii) Introduction
- (iii) Topics (with headings and subheadings)
- (iv) Conclusions and Outlook

Authors wishing to submit an unsolicited review should submit a 100-word proposal to yjbm@yale.edu, summarizing the scope, importance, and relevance of the proposed review.

PERSPECTIVES

Perspectives provide personal view on medical or biomedical topics in a clear narrative voice. Articles can relate personal experiences, historical perspective, or scientist profile on people or topics important to medicine and biology. These articles can be submitted as a brief/opinion piece (no more than 2,500 words, 2 tables, and 75 references) or a long perspective (no more than 6,000 words, 2 tables, and 100 references). Perspectives contain four sections:

- (i) Abstract
- (ii) Introduction
- (iii) Topics (with headings and subheadings)
- (iv) Conclusions and Outlook

ANALYSES

Analyses provide an in-depth prospective and informed analysis of a policy, major advance, or historical description of a topic related to biology or medicine. These articles should be no more than 6,000 words with no more than 3 figures, 1 table, and 100 references. Analyses contain four sections:

- (i) Abstract
- (ii) Introduction
- (iii) Topics (with headings and subheadings)
- (iv) Conclusions and Outlook

SYMPOSIUM PIECES

Symposium pieces describe a research symposium or seminar and present the topic covered in the form of a news brief, opinion piece, or mini-review.

A news brief summarizes a few talks on the same general topic or issues at a given symposium. This can include a summary of the discussion that followed the symposium or the significance of the talks at a large symposium for a particular field. It is important to indicate the main point of the symposium.

An opinion piece discusses the personal perspectives after a given symposium, including an analysis of the symposium and how this affected the author.

A mini-review can be based on a theme from a given symposium. This may require the author(s) to review articles written by a speaker at that symposium.

These articles should be no more than 3,000 words and 75 references. All symposium pieces should include the following:

- (i) Abstract
- (ii) Introduction
- (iii) Topics (with headings and subheadings) [specifically required for a mini-review]
- (iv) Conclusions and Outlook.

BOOK REVIEWS

Book reviews cover relevant books important to clinicians and researchers. To ensure timeliness of the book review, the book should have been published within the past year. These articles provide a description of the book being reviewed, the strengths and weaknesses of the book, and the intended audience. The reviews should be 300 to 500 words. All members of the Yale community are eligible to write reviews. Please contact the Editors at yjbm@yale.edu if you are interested in writing book reviews.

PROFILES

Profiles describe a notable person in the fields of science or medicine. These articles should contextualize the individual's contributions to the field at large as well as provide some personal and historical background on

the person being described. More specifically, this should be done by describing what was known at the time of the individual's discovery/contribution and how that finding contributes to the field as it stands today. These pieces should be no more than 6,000 words, with up to 6 figures, 3 tables, and 100 references. The articles should include the following:

- (i) Abstract
- (ii) Introduction
- (iii) Topics (with headings and subheadings)
- (iv) Conclusions

INTERVIEWS

Interviews may be presented as either a transcript of an interview given with questions and answers presented or as a personal reflection after a given interview. If the latter is submitted, the author must indicate to the readers that the article is based on an interview. These pieces should be no more than 5,000 words, 3 figures, 2 tables, and 100 references. The articles should include:

- (i) Abstract
- (ii) Introduction
- (iii) Questions and answers clearly indicated by subheadings or topics (headings and subheadings)
- (iv) Conclusions

OTHER SUBMISSIONS

Other submissions include articles that do not fall into the above categories, such as Arts & Humanities, but that the authors feel would be of particular interest to the readers of *YJBM*. Please feel free to contact the Editors at yjbm@yale.edu with any inquiries about suitability for the Journal and guidance for article format.

Scholastica Manuscript Tracking System

YJBM handles all manuscripts through the online peer review platform Scholastica. Prospective authors will be provided a link to submit their manuscript via the Scholastica website. This system provides for authors and *YJBM* editors to correspond, and for peer reviewers to access manuscript/figure files and upload their reviews. Once an editorial decision has been reached, authors will be notified via the Scholastica interface. Accepted manuscripts are finalized by *YJBM* editorial board and are formatted for publication.

Process of Submission, Review, Acceptance, and Publication

Unsolicited submissions to *YJBM* are sent for pre-review to the editorial board to determine whether the manuscript fits into any upcoming issue's focus topic. The decision is made to accept the article for further review or reject it. If the article is accepted for further review, then depending on the type and content of the article, it may be sent to faculty reviewers whom, along with the student reviewers, make the ultimate decision whether the article is suitable for *YJBM*. Three outcomes can occur at this point: rejection, conditional

acceptance upon revision, and acceptance. Please note that if the article is conditionally accepted upon revision, it may undergo several rounds of revision until it meets *YJBM* publication standards. All revisions must be documented using track changes in Microsoft Word, and both the track changes version and a clean version of the manuscript should be resubmitted.

For solicited submissions, the review and editorial process is handled by the Deputy Editors. The Deputy Editors coordinate reviews by faculty and student peer-reviewers. Authors will also have the opportunity to suggest peer-reviewers to contact (up to 5) and peer-reviewers to avoid (up to 5). The Deputy Editors will correspond with the author regarding the publication decision and suggested edits. The goal of this interaction is to develop the article into a well-rounded manuscript. If it does not meet *YJBM* standards by the required deadline for the issue for which it has been solicited, the article may not be published.

Once the article is accepted for publication, it will be sent to the Editorial Coordinator for copy editing, formatting, and copyright requests. The article will be published either with the Focus Topic (solicited submissions) or in the next suitable issue of *YJBM* (unsolicited submissions). Issues are published in March, June, September, and December.

Considerations for Acceptance

YJBM encourages the submission of well-written and well-reasoned articles. Articles are evaluated based on various criteria, including importance to researchers and clinicians in the field, broad interest to the community of researchers in biology and medicine, evidence-based conclusions, originality of work, and educational value of the manuscript. Articles are not required to meet all the above criteria and the ultimate decision of acceptance is dependent on the Editorial Board. Articles can be submitted by medical and graduate students writing with a mentor or on their own (with support and guidance from *YJBM* Editors), as well as M.D.s and Ph.D.s at various stages of their careers and other experts in the field.

Statement on Scientific Misconduct

The *Yale Journal of Biology and Medicine* only publishes original work not published elsewhere. All submissions will be checked for plagiarism and may be rejected on this basis, regardless of the quality of science. *YJBM* considers plagiarism to be the use of others' published and unpublished results or writing without proper attribution or permission and presenting these works as original. *YJBM* also considers the submission of writing that the authors have published previously elsewhere in whole or in part as plagiarism. Furthermore, the Editorial Board does not tolerate the fabrication of data and subsequent misrepresentation of such data as original research results.

The intent of plagiarism is to mislead the reader to believe the ideas presented are the authors' own. This serves as a form of scientific misconduct and is not tolerated by the Editors of *YJBM*.

Statement on Ethical Misconduct

As students and active researchers, the YJBM editorial board believes that scientific research and publication should always be carried out in accordance with the highest ethical standards and professional conduct. We recommend authors follow the guidelines for ethical conduct and publication of scientific work put forth by the International Committee of Medical Journal Editors (ICMJE). YJBM requires that all authors follow institutional guidelines for the responsible conduct of research, including in regards to patients or animal subjects, and we require the inclusion of a statement in the Methods section indicating approval of the sponsoring institution's review board if animal or human subjects are involved in the research. Upon submission of a manuscript, authors must acknowledge that they have followed appropriate ethical practices in the research and preparation of the manuscript, including proper attribution of author contributions, disclosure of competing interests, and assurance that no part of the manuscript has been submitted or published elsewhere. The YJBM editorial board will seriously consider all concerns of possible misconduct and take appropriate action, following ICMJE recommendations for ethical publication.

Author Contributions

YJBM requires all authors to certify that they meet the authorship criteria described by the ICMJE Recommendations and that they have made substantial contributions to the research and manuscript preparation. Please indicate the contributions of each author to the manuscript, including conception and design, experiments, data collection and analysis, writing, review and editing, or other appropriate roles.

For example:

P.D.: Conception and design; Experiments; Data Analysis; Writing; Review and Editing.

A.B.C.: Experiments; Review and Editing.

D.M.D.: Conception and design; Review and Editing.