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Journal of Rangamati Medical College Guidelines for Authors

Rangamati Medical College is a Government Medical School in Bangladesh, established in 2014. It is located at Rangamati. It offers 5 years course of Bachelor of Medicine and Bachelor of Surgery (MBBS) which is directed under the Chattogram Medical University of Government of the People's Republic of Bangladesh.

The "Journal of Rangamati Medical College" is a half yearly published journal eg. January & July accorded with a view to present medical research and knowledge to facilitate the translation of current research into clinical practice. It is the official publication of the Rangamati Medical College, Bangladesh. Rangamati Medical College commenced to publish a peer reviewed Medical Journal from January 2018 which is recognized by Bangladesh Medical and Dental Council (BMDC). The journal features Original Papers, Case Reports, Review Articles, Letters to Editor and Image in Clinical Practice. Papers will be published only after single-blind peer review and editorial revision. We follow the recommendation made by International Committee of Medical Journal Editors (ICJME) (<http://icmje.org/>).

The theme of Journal of Rangamati Medical College is
"Enlighten Through Research".

Submission

Original papers written in English are considered to be published. Manuscript should be sent in two hard copies by courier or directly to the office of the Editor along with a soft copy by email. Email ID : jrangamc@gmail.com (MS word 2003/2007) Manuscript should conform to the Uniform Requirements for Manuscripts Submitted for Biomedical Journals (See N Engl J Med 1997; 336:309-315). Any problems regarding submission you may contact with the editorial office.

Declaration

Submission of manuscript should be accompanied by a covering letter signed by all author and co-authors declaring the paper as a genuine, participated by all authors and not under simultaneous consideration for publication in another journal. The declaration should also imply the transfer of the copyright from the authors and co-authors to the publishers upon acceptance. All forms of funding and support for the research should be acknowledged as a conflict of interest. The declaration form is available in www.rangamatimc.edu.bd.

Contribution details

All authors and co-authors should provide a description of their role in the research as well as contribution in the manuscript preparation. Description may be divided in the following categories: Conception of the research, Study design, Definition of the intellectual content, Literature search, Clinical or Experimental studies, Data collection, Statistical analysis, Manuscript preparation, Editing or Review.

Ethics

All research protocol should have a prior approval of local institutional ethical review committee and have written "Informed Consent" from the subjects. A declaration about approval and informed consent should be in the "Materials and Methods" section. The research procedure should be in accordance with Helsinki Declaration of 1975, as revised in 2000 (<http://www.wma.net/e/policy/17-c.e.html>). Do not disclose patient/s identity especially in illustrative material. In unavoidable circumstances patient/s written consent should be submitted.

Manuscripts

General: Manuscripts should be in accordance with Vancouver style. The length of the text should be 2500 words for Original Paper, 3000 for Review Article and 1200 for Case Reports excluding abstract, table, figure and references. For image in clinical practice 200 words, Letters to the editor 1000 words. Compose text in MS Word in Times New Roman style with the font size of 12 having a double space. Start every sections of the article from title page to the end in a new page. Attach all tables and figure at the end separately. Numerals at the beginning of a sentence and elsewhere single digit number (1-9) should be spelt out. Use automatic page numbering function to number the pages. Page numbers should be written at top right. Save your file in docx format. Accepted manuscript for this publication may be sent for proof reading and they should be sent within three days.

Title page

It comprises:

- i) The title of the article which should provide a distilled and cohesive description of the research,
- ii) Name of the authors and coauthors with his or her highest academic qualification, and institutional affiliation.
- iii) Name, email address and cell numbers of the corresponding author.
- iv) A word count for the paper's text excluding abstract, acknowledgement, tables, figure legends and references. A separate word count for the abstract should be mentioned.
- v) Numbers of figures and tables.

Heading

In title case (Not ALL CAPITALS).

eg. On-Demand Versus Maintenance Inhaled Treatment in Mild Asthma.

Abstract

Each paper should be forwarded with an abstract accurately reflecting the content of the article stipulated within 200 words structured as follows: Background, Materials and methods, Results and Conclusion. For case reports provide unstructured abstract. Avoid abbreviations. Three to five keywords may be provided below the abstract using terms from Medical Subject Heading (MeSH word, Index Medicus, NLM, USA)

Text

Original papers should be divided into sections: Introduction, Materials and methods, Results, Discussion, Limitation, Conclusion, Recommendation, Acknowledgment & Disclosure.

The sections of a Review article should be: Introduction, Search strategy, Discussion, Conclusion & Disclosure.

Case report should be presented in format like: Introduction, Case report, Images, Discussion, Conclusion & Disclosure.

Total numbers of the tables and figure should be within six in original or review article. In case of special need there has to be an explanatory note about the extra numbers of tables or figures. In case report only one table is allowed. Standard abbreviations will be accepted. In their first appearance in the article, all abbreviations in parenthesis should follow the full text for which it stands except the standard one like 37°C or mol/L.

Introduction

For original and review articles introduction should be limited to 150 words and divided in three paragraphs describing i) Background ii) Rationale of the study/article and iii) Aim of the study/article.

For case report use 100 words and describe what the case report is about and the importance of the case report in a paragraph or two.

Materials and methods

This section should include a statement indicating that the research was approved by an independent review body.

Results

They should be presented in a logical sequence in text, tables and figures. Emphasize most important observations. Give data on all primary and secondary outcomes defined in the Material and methods sections. Give numeric results in derivative as well as absolute numbers from which the derivatives were determined and add the statistical significance of those.

Tables

They should be prepared on separate pages, to be attached at the end of papers. They should follow the text references following their first citation and numbered consecutively using Roman numerals (eg. Table I, II) on the top of the table. Put a short self-explanatory title on each table. Do not use internal vertical or horizontal lines. Footnotes to tables should be indicated by superscript lower-case letters and included beneath the table body.

Figures

They should be prepared on separate pages, to be attached at the end of papers. They should be numbered using Arabic numerals (e.g. Figure 1, 2) on the bottom of the figure followed by a legend.

Photographs

Images of good quality print in B2 sizes should be submitted along with a JPEG format via email. Figure number and name of the first author should be written on the back of the photographs. For case report only three images and for images in clinical practice section two images are allowed. Do not crop photographs.

References

Numbers of references should be at least 15, but not more than 30 in case of original. In case report, references should be within the limit of 10 to 15. For images in clinical practice up to 3 and letters to the editor up to 3 references. Number the references consecutively in the order in which they first appear in the text. Identify them in Arabic numerical superscripted at the end of the sentences before the punctuation mark [eg^{1,2}]. Title of the journals should be abbreviated according to the style used for MEDLINE (www.ncbi.nlm.nih.gov/nlmcatalog/journals). Full name should be given for non-indexed journal.

Book references should have the name of the chapter authors, chapter title, editors, book name, the edition, place of publication, the publisher, the year and the numbers of the relevant pages. Mention the name of first six authors, put 'et al' after that if there are more authors. Entries in the list should be numbered consecutively. Personal communications and unpublished works should only be mentioned in the text.

It is noted that cited references generally should not be 10 years back.

Criteria of the authorship

As per recommendation of ICMJE, authorship based on:

- i) Substantial contributions to the conception or design of the work or the acquisition, analysis, or interpretation of data for the work
- ii) Drafting the work or revising it critically for important intellectual content
- iii) Final approval of the version to be published
- iv) Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

In addition to being accountable for the parts of the work he or she has done, an author should be able to identify which co-authors are responsible for specific other parts of the work. In addition, authors should have confidence in the integrity of the contributions of their co-authors.

Numbers of authors

In case of original article numbers of authors should be limited to six. If there is more than six authors, papers should be accompanied by an explanatory letter to the editorial board.

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