

Checklist for Authors



General

- All elements of the manuscript are printed in English and double-spaced with 1-inch margins at top, bottom, and sides. Right margins are unjustified.
- All pages are numbered in the following order: title page, structured or standard abstract, body of the text, acknowledgments, references, legends, and tables.
- The text is consecutively line numbered.
- The Submission Application & Copyright Transfer Form is signed by the guarantor at original submission.

Abstract (applied to original articles, review articles, brief reports, and case reports)

- A structured abstract with the headings of Objective, Methods, Results, and Conclusion (A nonstructured abstract for case reports) must succinctly describe the paper.
- At the end of the abstract, relevant keywords are listed.

References

- All references have been checked for accuracy and completeness.
- Cite only references which are quoted in the text. Limit the number of references 40 for original articles, 10 for brief reports and case reports, and 5 for images in this issue and letters to the editor.
- Are numbered consecutively in the order they are cited in the text; all listed references have been cited in the text.
- Do NOT parenthesize the superscript numerals, and hyphenate (-) when citing 3 or more references in consecutive order.
- The format prescribed by the “Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals (ICMJE Recommendations)” has been followed. Examples provided under Instructions for Authors have been uploaded.
- List all authors when there are 6 or fewer; when there are 7 or more, list the first 6, followed by “et al.”
- Journal names should be abbreviated according to the format listed in the Index Medicus. If the journal is not listed in the Index Medicus, refer to the list of title word abbreviations by the ISSN network (<http://www.issn.org/2-22660-LTWA.php>).

Figure Legends

- Figure legends are provided for each figure.
- Figure legends are numbered and presented together in numeric order following reference page(s).

Tables

- Each table is headed by a title and numbered in Arabic numerals on a separate page.
- The title of the tables should be written in phrases, and capitalized the first letter of the first word.
- There are less than 5 tables in the text of original articles.
- Tables are cited in numeric sequence in the text.

Figures

- Each is numbered with an Arabic numeral and cited in numeric sequence in the text.
- Photographs of recognizable persons should be accompanied by a signed release from the patient or legal guardian authorizing publication. Masking eyes to hide identity is not sufficient.

Credits & Permissions

- In addition to the notice of informed consent and releases to publish photographs of recognizable persons, submit with the manuscript written permission to use non-original material (quotations exceeding 100 words, any table or illustration) from copyright holder of the original. No article will be accepted as a submission to Archives without all required permissions. Credit the source in a text or table footnote or in a legend.

A more complete description of each item that must be checked is provided under the appropriate heading in the Instructions for Authors.

I have reviewed this Checklist and have complied with its requirements.

Every author took a certain role and made contribution to the study and the manuscript. In case of publication, I agree to transfer all copyright ownership of the manuscript to the Korean Academy of Rehabilitation Medicine to use, reproduce, or distribute the article.

Agree Disagree