

Journal of International Nursing Research

Guidelines for Authors

Index

| | |
|--|----|
| Aims and Scope..... | 1 |
| Article Types..... | 1 |
| Manuscript Preparation..... | 2 |
| Clinical Trials | 6 |
| Reporting Guidelines..... | 7 |
| Data Sharing | 7 |
| Online Manuscript Submission..... | 8 |
| Peer Review Process..... | 8 |
| Editorial Policy and Publication Ethics | 9 |
| Misconduct and Breach of Publication Ethics..... | 12 |
| Proofing and Revision After Acceptance..... | 13 |
| Copyright..... | 14 |
| Charges | 14 |

Aims and Scope

The *Journal of International Nursing Research (JINR)* is the official peer-reviewed and open-access scientific journal of the Japan Society of Nursing Research (JSNR) published online. *JINR* offers an excellent and prompt medium for the publication of research from all parts of the world. The purpose of this Journal is to publish advanced, evidence-based original research findings and clinical information on clinical practice, nurse education, and management in the field of nursing to broaden the knowledge of nursing professionals across the world.

Article Types

JINR publishes articles of different types. Once you have determined the appropriate article type, it is imperative that you read the Manuscript Preparation guidelines before submitting your manuscript:

1. Review Article

Review Articles provide a broad and comprehensive overview and updates on a specific field or topic in nursing science. These articles are generally submitted at the request of the editor.

2. Original Research

Original Research presents detailed studies, highlighting new and compelling findings that significantly impact on other nurse practitioners and researchers.

3. Practice Guidelines

Practice Guidelines are statements that include recommendations intended to optimize patient care; these are mostly informed by a systematic review of evidence and an assessment of the benefits and shortcomings of alternative care options.

4. Technical Report

Technical Reports present tips pertaining to nursing techniques for traditional/novel patient care.

5. Brief Report

Brief Reports may report on early clinical data or studies that are not sufficiently developed as Original Research but which have the potential to make a significant impact on research areas and/or patient care.

6. Letter-to-the-Editor

Letters-to-the-Editor are brief, constructive commentaries that can be submitted in response to a recently published article in *JINR*.

Manuscript Preparation

The Journal requires that all manuscripts be prepared in accordance with the latest edition of the APA Style. The authors must observe the following guidelines and best practices: Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals (<http://www.icmje.org/recommendations/browse/>) by the International Committee of Medical Journals Editors (ICMJE) and the Principles of Transparency and Best Practice in Scholarly Publishing (a joint statement by the Committee on Publication Ethics (COPE), the Directory of Open Access Journals (DOAJ), the World Association for Medical Editors (WAME), and the Open Access Scholarly Publishers Association (OASPA); <https://doaj.org/apply/transparency/>).

Authors wishing to include figures, tables, or text passages that have already been published elsewhere are required to obtain permission from the copyright owner(s) for publication and to include evidence that such request has been granted when submitting their papers. Authors must cite the source to use such materials in the corresponding figure or table caption, as required by the copyright owner(s).

If authors are non-native speakers of English, the manuscript must be edited by a native English speaker prior to submission, preferably one with a specialized knowledge of medical editing.

Manuscripts that do not follow the instructions below will be returned to the author for technical revision before undergoing peer review.

General Formatting

All articles should be written in English and correctly formatted according to the guidelines outlined below. All text should be double-spaced using Times New Roman in 12-point font.

The manuscript should be organized as follows:

- Title Page
- Abstract
- Keywords
- Main Text
- References
- Figure Legends
- Tables
- Figures

Title Page

The title page should be prepared separately from the main document and must include the following information:

- Title of the manuscript
- Full names of all authors
- Academic degrees of all authors
- Institutional affiliations of all authors, including city and country location of an author's institution
- Corresponding author's name, address, telephone number, and e-mail address
- Conflicts of interest
- Sources of financial support that require acknowledgment
- Type of contribution of the authors. Please visit the [ICMJE website](#) for more information on authorship
- Approval code issued by the Institutional Review Board (IRB) and the name of the institution(s) that granted the approval

Abstract and Keywords

Manuscript should include an abstract of not more than 250 words, which will incorporate the following headings, depending on the article type:

- Original Research: Structured Abstract (Objective; Methods; Results; Conclusions)
- Technical Report: Structured Abstract (Objective; Technical Report; Conclusions)
- Review Article, Practice Guidelines, and Brief Report: Unstructured Abstract (no headings required)
- Letter-to-the-Editor: Abstract is not necessary.

The abstract, regardless of the article type, should contain three (3) to five (5) keywords.

Main Text

For each article type, authors must organize their content using the following formats:

- Review Article:
Word Limit: up to 6,000 words

Tables/Figures: up to 10

References: up to 100

- Original Research:
Headings: Introduction, Materials and Methods (or Patients and Methods), Results, Discussion
Word Limit: up to 5,000 words
Tables/Figures: up to 10
References: up to 50

- Practice Guidelines:
Word Limit: up to 4,000 words
Tables/Figures: up to 10
References: up to 50

- Technical Report:
Main headings: Introduction, Technical Report, Discussion
Word limit: 2,000 words
Table/Figures: up to 10
References: up to 15

- Brief Report:
Word Limit: up to 2,500 words
Tables/Figures: up to 6
References: up to 20

- Letter-to-the-Editor:
Word Limit: 600 words
References: up to 5

References

References should be prepared according to the latest edition of the APA Style. [Detailed guide and examples can be found here.](#)

Units of Measurement

Measurements of length, height, weight, and volume should be reported in metric units (meter, kilogram, or liter) or their decimal multiples. Temperatures should be in degrees Celsius. Blood pressures should be in millimeters of mercury. All measurements should follow the International System of Units (SI).

Use a capital letter “L” for liter in the units of measurements in the text, figures, and tables (e.g., g/dL, mg/dL, IU/L, and mEq/L).

Abbreviations

Define abbreviations at their first occurrence in the text and in each table and figure, and use the abbreviations consistently thereafter.

Names of Drugs, Devices, and Other Products

Do not use the specific brand names of devices and other products and services, unless it is essential to the discussion. Instead, please use a descriptive name.

Figures and Tables

Figures and tables must be cited in the text and numbered in the order they are cited. If any copyrighted or previously published material, edited or otherwise, is used in the manuscript, it is the author's responsibility to obtain permission from the copyright owner(s) prior to making a submission. Also, the authors must cite the source and indicate the permission to use such materials in the corresponding figure or table caption, as required by the copyright owner(s).

Figure Legends

Legends must be prepared for all figures presented in the manuscript. Authors must list figure legends on a separate page after the references section.

Figures

Figures must be cited in order in the text using Arabic numerals. Figures should be submitted in the following digital format: JPEG (.jpg) or Tagged Image File Format (.tiff) at the minimum resolution of 300 dpi.

Tables

Tables must be cited chronologically in the text using Arabic numerals. Each appropriately numbered table should be prepared on a separate sheet. Tables are required to be in MS Word (.doc/.docx) or PowerPoint (.ppt/.pptx).

Supplementary Materials

Audio and video files or appendices of figures or tables can be published as "Supplementary Materials" to support your research information in the submitted manuscript. Supplementary materials are published exactly as they are submitted. Make sure all the track changes made in the file are removed before submission. Also, a descriptive caption should be provided for each file. Supplementary material should be cited in the text (e.g., Supplementary Table 1).

| Article Type | Abstract | | Main Text | | Tables/ Figures | References |
|----------------------|--|------------|--|------------|--------------------|------------|
| | Style | Word Count | Headings | Word Count | | |
| Review Article | Unstructured | 250 max. | - | 6,000 max. | ≤10 | ≤100 |
| Original Research | Structured: Objective, Methods, Results, Conclusions | 250 max. | Introduction, Materials and Methods, Results, Discussion | 5,000 max. | ≤10 | ≤50 |
| Practice Guidelines | Unstructured | 250 max. | - | 4,000 max. | ≤10 | ≤50 |
| Technical Report | Structured: Objective, Technical Report, Conclusions | 250 max. | Introduction, Technical Report, Discussion | 2,000 max. | ≤10 | ≤15 |
| Brief Report | Unstructured | 250 max. | - | 2,500 max. | ≤6 | ≤20 |
| Letter-to-the-Editor | Not necessary | | - | 600 max. | - | ≤5 |

Clinical Trials

In accordance with ICMJE’s policy on trial registration, all clinical trials must be registered with a public trials registry before the time of first patient enrollment. ICMJE defines clinical trials as any research project that prospectively assigns people or a group of people to an intervention, with or without concurrent comparison or control groups, to examine the cause-and-effect relationship between a health-related intervention and a health outcome. Health-related interventions include, but are not limited to, those used to modify a biomedical or health-related outcome; examples include drugs, surgical procedures, devices, behavioral treatments, educational programs, dietary interventions, quality improvement interventions, and process-of-care changes.

JINR requires all clinical trials to be registered on databases that are accessible to the public at no charge, open to all prospective registrants, managed by a not-for-profit organization, have a mechanism to ensure the validity of the registration data, and are electronically searchable.

Submitted manuscripts must include the unique registration number in the abstract as evidence of registration. The name of the registration database must also be provided. For details regarding the required minimal registration dataset, please go to the [ICMJE site](#). This journal accepts registration from the following list of registries as well as others listed at [ICMJE site](#):

- [Clinical Trials](#)
- [Australian New Zealand Clinical Trials Registry](#)
- [ISRCTN Register](#)
- [Netherlands Trial Register](#)

- [UMIN Clinical Trials Registry](#)
- [EudraCT](#)

In reporting randomized clinical trials, authors must comply with the published [CONSORT guidelines](#). The recommended checklist must be completed and provided to the journal at the time of manuscript submission. The recommended trial flow diagram should be presented as a figure.

Reporting Guidelines

Various reporting guidelines have been developed for different study designs. Authors are encouraged to follow published standard reporting guidelines for the study discipline.

- [CONSORT](#) for randomized clinical trials
- [CARE](#) for case reports
- [STROBE](#) for observational studies
- [PRISMA](#) for systematic reviews and meta-analyses
- [STARD](#) for studies of diagnostic accuracy
- [SRQR](#) or [COREQ](#) for qualitative research

Please access the [EQUATOR \(Enhancing the QUALity and Transparency Of health Research\)](#) network to determine the guideline that is most appropriate for your study.

It is extremely important that when you complete any reporting guideline checklist, you consider amending your manuscript to ensure your article addresses all relevant reporting criteria issues delineated in the appropriate reporting checklist. The purpose of a reporting guideline is to guide you in improving the reporting standard of your manuscript. The objective is not to solely complete the reporting checklist, but to use the checklist itself in writing your manuscript. Taking the time to ensure your manuscript meets these basic reporting needs will greatly improve your manuscript, while also potentially enhancing its chances for eventual publication.

Data Sharing

JINR encourages the authors of manuscripts like clinical trials to share their de-identified research data including, but not limited to, raw data, processed data, software, algorithms, protocols, methods, materials, study protocol, statistical analysis plan, informed consent form, clinical study report, and analytic code.

As required by ICMJE, all manuscripts that report the results of a clinical trial must include a data sharing statement with a link to the trial registration. The statement should include the following information:

- Available types of data
- Available documents (study protocol, statistical analysis plan, informed consent form, clinical study report, or analytic code)
- Available dates

- With whom the data are available
- Types of analyses the authors are willing to share the data
- Method of requesting the data

The statement is published alongside their paper.

Online Manuscript Submission

Submitting authors should submit their manuscript files electronically via the *JINR*'s submission system, ScholarOne Manuscripts, to facilitate quick and efficient processing.

Simply log in to ScholarOne Manuscripts, and follow the onscreen instructions for all submissions. You will need to register before your first submission to *JINR*. The submitting author is required to register for a new ORCID iD or link an existing ORCID iD to the submission system. The co-authors must register their ORCID iD to the submission system prior to acceptance for publication.

All files must be submitted in the following order: (1) Title Page, (2) Main Document, (3) Figures (≥ 300 dpi), (4) Tables, and (5) a copy of the approval issued by IRB in English. The total size of the uploaded files should be within 100 MB. Upon submission, the manuscript will be automatically checked for plagiarism, and it can be sent back to the corresponding author for rewriting if the detected text overlap rate is determined to be 30 % or higher. Notification of manuscript submission will be made via e-mail to all authors listed in the manuscript.

If you have any technical problems or questions related to the electronic submission process or uploading of your files, please contact our Support Desk.

ScholarOne Manuscripts Support Desk (Japan)

Phone: +81-3-3910-4517, E-mail: s1-support@kyorin.co.jp

Peer Review Process

General Peer Review Policy

Articles submitted to *JINR* are subject to a single-blind peer review process.

All submitted manuscripts are first assessed by the Editor-in-Chief, who makes a decision whether to send the paper for further review. The associate editors will assess the importance and originality of the research, suitability and interest to the readership of the journal, and the quality of the manuscript. The manuscripts that satisfy the screening criteria will be sent to two experts in the field of the study for peer review. The editors of *JINR* will review the peer review comments and make all decisions on the manuscript publication, which include

acceptance, revisions and rejection. The peer review decisions made based on the editors' judgment will not be rescinded once they are made. For complains and appeals, please check the [JINR's Ethics Policies](#).

JINR does not allow the re-submission of manuscript that has been previously denied publication, or has received "reject," by *JINR*.

Editorial Role

JINR adheres to [COPE Ethical Guidelines for Peer Reviewers](#). Reviewers are not allowed to contact the authors directly before, during, or after the peer review process to discuss any information that is presented in the manuscript. Reviewers must keep the manuscripts and information obtained strictly confidential and must not, under any circumstances, publicly discuss or disclose the contents and any other information contained within the manuscript to a third party. The *JINR*'s [Guidelines for Reviewers](#) are available at the journal home page.

Editors and Journal Staff as Authors

Manuscripts submitted by editors, [Editorial Committee](#) members, or journal staff will follow the same process as outlined above. However, they are excluded from any editorial decision process of their own manuscript. The manuscript submitted by editors, Editorial Committee members, and journal staff of *JINR* should include a statement that declares their personal conflict of interest with the journal.

Revised Manuscript

It is expected that any manuscript receiving a revision decision will be fully amended according to the comments of both the reviewers and the editors. Authors must also include a detailed point-by-point response letter. Thereafter, authors should submit the revised manuscript within three (3) weeks from the date of prior decision. Revisions must be approved by all authors prior to submission of the revised manuscript.

Editorial Policy and Publication Ethics

Authorship/Contributorship

All authors listed in the manuscript must meet the following four contribution criteria as defined by the [ICMJE in their Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals](#).

1. Substantial contributions to the conception or design of the research or the acquisition and analysis of data; and
2. Drafting the work or revising it critically for important intellectual content; and
3. Final approval of the version to be published; and
4. 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

The corresponding author must ensure that a manuscript is read and approved by ALL authors prior to submission.

Contributors who do not meet all four criteria above should not be listed as authors. Guest or honorary authorship is strictly prohibited. Those whose contributions do not justify authorship may be acknowledged individually or together as a group under a single heading (e.g., “Acknowledgments”), and their contributions should be specified (e.g., “served as scientific advisors,” “critically reviewed the study proposal,” “collected data,” “provided and cared for study patients,” and “participated in writing or technical editing of the manuscript”).

Any authorship changes such as order, addition, and deletion of authors between the initial manuscript submission and the final decision should be discussed and approved by all authors by the end of the revision phase of the peer review process. Any request for such changes must be explained in writing and must be signed by all authors.

Adding, deleting, or changing the author names and their order is not permitted after the manuscript has been accepted for publication.

Exclusive Submission

Articles that have been previously published or are being considered for publication in another journal in any language will not be accepted. Submission of a manuscript implies that: the work described has not been previously published; it is not under consideration for publication elsewhere; and its publication has been approved by all co-authors.

Secondary Publication

Secondary publication of material published in other journals may be considered for publication especially when intended to disseminate important information to the widest possible audience provided the following conditions are met:

1. Articles published in the *Journal of Japan Society of Nursing Research*, the official journal of JSNR, within 3 years;
2. The authors have received approval from the editors of both journals (the editor concerned with secondary publication must have access to the primary version);
3. The priority of the primary publication is respected by a publication interval negotiated by both editors and the authors;
4. The paper for secondary publication is intended for a different group of readers; an abbreviated version could be sufficient;
5. The secondary version faithfully reflects the authors, data, and interpretations of the primary version;
6. The secondary version informs readers, peers, and documenting agencies that the paper has been published in whole or in part elsewhere and the secondary version cites the primary reference;
7. The title of the secondary publication should indicate that it is a secondary publication of a primary publication.

Authors must contact the [JINR Editorial Office](#) for consideration of possible secondary publication prior to submission of a manuscript.

Redundant or Duplicate Publication

Articles that are being considered for publication in another journal including advanced publications such as “in-press” or “E-pub ahead of print” articles in any language might be regarded as redundant or duplicate publication.

The author should notify the editor formally about all submission and the previous reports that could be regarded as redundant or duplicate publication of the same or similar work. Copies of such work should be included with the submission.

JINR allows submissions of manuscripts that have been previously posted on preprint server. Authors submitting preprints to *JINR* must state clearly in writing in the cover letter to the editors that the manuscript is a preprint. If the manuscript is accepted and published in *JINR*, authors must update the preprint listing with the full citation line in *JINR* and a link to the final published version.

JINR also allows submissions of manuscripts that have been previously posted on author’s institutions’ websites, including their institutional repository. In addition, if the manuscript is accepted and published in *JINR*, authors may post an author’ accepted manuscript version of the manuscript publicly on their institutions’ websites, including the institutional repository, provided that the following requirements are met:

1. The following statement is included on the title page of the archived manuscript: “This is a peer-reviewed version of a manuscript that has been accepted for publication in *Journal of International Nursing Research*.”
2. A link is provided to the published version of your article in *JINR*.

Abstracts or posters presented at scientific meetings are not considered as previously published work.

Editorial actions should be expected if redundant or duplicate publication is attempted or occurs without such notification. Editorial actions may include the following: immediate rejection of the submitted manuscript; retraction of published work; published notice of violation, and revocation of publishing privileges.

Conflicts of Interest and Sources of Funding

The *JINR*’s conflict of interest (COI) policy requires that all authors of all manuscripts must disclose any financial relations, activities, relationships, and affiliations that exist, or have existed, which are related to the research presented, from the initial conception and planning to the completion of the research. This includes 1) any financial interest in or arrangement with a company whose product was used in a study or is referred to in an article, 2) any financial interest in or arrangement with a competing company, 3) any other financial connections, direct or indirect, or other situations that might raise the question of bias in the work reported or the conclusions, implications or opinions stated including pertinent commercial, governmental, private or other sources of funding

for the individual author(s) or for the affiliated department(s) or organization(s), personal relationships, or direct academic competition.

Any possible COI related to the study presented in the manuscript must be disclosed on the title page under the heading “Conflicts of Interest” using the following examples for each author:

“A (author name) received honoraria from Z (entity name); B holds an advisory role in Y; C is an employee of Company X.”

If there are no COIs, the authors should state “The authors declare that there are no conflicts of interest.”

Submitting author must respond to any questions regarding the conflict of interest in the submission system.

All sources of funding from entities such as government or non-profit organizations, that are relevant to the study should be acknowledged on the title page under the heading “Sources of Funding.”

If the manuscript is accepted for publication, the disclosures will be published as they appear in this section.

Research Ethics

1. Clinical research included in articles that report on human subjects or materials of human origin must comply with the provisions of the Declaration of Helsinki. In addition, it must be mentioned that the research was approved by the relevant IRB of the authors’ affiliated institutions. A copy of the approval issued by the IRB in English must be submitted at the time of submission. The approval code and the name of the institution that granted the approval should be included in the manuscript. If no approval from IRB was required, that must be explicitly stated in the manuscript. Those researchers who do not have access to an ethics review committee should follow the principles outlined in the Declaration of Helsinki.
2. Articles reporting on data from animal testing must indicate in the manuscript the approval of the testing design by the affiliated institution’s Animal Care and Use Committee.
3. Authors of articles reporting on new DNA sequences must furnish that data to the GenBank and include the accession number for it in the article.
4. For any studies involving human subjects, it should be stated clearly in the text that written consent has been obtained from all patients (or parent or legal guardian) to publish the information, including their photographs.
5. Any data or information such as patient names, initials, hospital patient identification codes (patient IDs), specific dates, or any other information which may identify patients must not be presented anywhere in the manuscript, including the Figures and Tables unless the information is essential for scientific purposes and the patient

Misconduct and Breach of Publication Ethics

1. All members of the Editorial Committee of *JINR* promote and abide by [the COPE International Standards for responsible research publication for authors, reviewers, and editors](#) when dealing with allegations of misconduct. Please see our [Ethics Policies](#) for information.
2. All manuscripts submitted to *JINR* must represent the authors' original work and not duplicate any other previously published work in any language. The authors must understand, and guarantee, that the same manuscript is not simultaneously submitted to, or not under consideration in, another journal.
3. All authors are fully responsible for the originality and contents of their submitted manuscripts. All records and data presented in the manuscript must be accurate, without any fabrication, manipulation, or falsification.
4. Authors certify that the single research or dataset is not intentionally divided into several parts to increase the number of submission or publication with *JINR* or other journals over time ("salami publication").
5. All information and contents, such as data, text, ideas, or theories, that originate from other resources must be credited and cited, in accordance with the "References" of Manuscript Preparation section.
6. Any misconduct that is identified is subject to investigation by the [Editorial Committee](#) according to the guidelines recommended by COPE. If the allegation raises any valid concerns after the investigation, the author will be contacted to address the issue. The Editor-in-Chief may decide to publish an "Expression of Concern" if suspicion is raised after the article has already been published. Should misconduct or the breach of publication ethics be established, regardless of the level or seriousness, this may result in retraction, publication of formal notice of the misconduct, formal notice to the author's institution, and a formal embargo on future contribution to *JINR*.

Proofing and Revision After Acceptance

After the acceptance of a manuscript for publication, the paper appears on the Journal's webpage as advance publication. The galley proofs will be available to the authors for corrections of minor errors such as spelling errors. Any other corrections and revisions after the acceptance of a manuscript are not permitted unless requested by the [Editorial Committee](#) of *JINR*.

After publication, further changes, or corrections, can only be made in the form of an Erratum which will be hyperlinked to the original article.

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Charges

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