



General Information

1. *The Nerve* is the official journal of the Korean Society of Peripheral Nervous System, and electrically published twice a year (30th April, 31st October). This Journal publishes important issues covering all aspects of the peripheral and central nervous systems. Laboratorial investigations, original research articles, studies on valuable cases, technical notes of special surgical tactics or editorials in the field of neurosurgery, neurology and neuroscience are acceptable. All submitted manuscripts are peer-reviewed and review articles can only be published upon specific request of the editorial board. Authors can publish special drafts with the approval from the editorial board. Case reports should be brief, and avoid an extensive review of the literature.
2. It should be assured that authors must not simultaneously submit an identical or similar paper for publication elsewhere. Multiple publication is acceptable only in the case of meeting the criteria of Uniform Requirements for Manuscripts Submitted to Biomedical Journals (Ann Intern Med 108: 258-265, 1988). Manuscripts must be prepared in accordance with Uniform requirements for Manuscripts submitted to Biomedical Journal developed by International Committee of Medical Journal Editors (February 2006).
3. Clinical and laboratory research should be approved by the Institutional Review Board (IRB) or research board of the affiliated institution. Editorial board may request the approved number of IRB.

Language

1. All manuscripts must be written in English. Authors should minimize the use of English abbreviations. When abbreviations are used, full expression of the abbreviation following abbreviated word in parentheses should be given at first use. When spelling out loanwords, it should follow loanword orthography (Notification No. 85-11 of the Ministry of Education), and when spelled out into foreign words, should conform to the Romanization rule (Notification on Jul 7, 2000). Terms should be noted in English

when used in tables, figures, or illustrations.

2. All units should be given in metric system (The International System of Units: SI units).

Submission and Revision of Manuscript

1. All papers must be submitted by corresponding author and then review process will be also achieved with corresponding author. Authors are requested to submit their paper via our online submission system. Authors should upload their articles in Microsoft (MS) Word (2007 or higher version). Authors, reviewers, and editors send and receive all correspondence by e-mail and no paper correspondence is necessary.
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4. The manuscript should be composed of approximately 6,000 English words (not to exceed 10 pages of the journal) for clinical and laboratory studies, 3,000 English words for case reports and technical notes (not to exceed 5pages of the journal). It should be composed of 600 English words for letters to the editor. Manuscript should be typed in A4 size white paper with double spaced (200%), and font size of 11 point with margins of 3 cm on each side.
5. The editorial board will decide on the approval for publication of the submitted manuscripts, and can request any further corrections, revisions, and deletions to the article text if necessary.
6. All fees regarding the review, publishing and re-printing of the manuscript will be determined by the editorial board and should be deposited as stated.
7. For a better English copyediting, proofreading from professional editing company is recommended. Reviewers can require professional editing if the language or context

of the study is poor.

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Manuscript Preparation

1. Title page

The title page should be composed of external and internal title pages.

The external title page should contain the article title, and full names of all authors with their institutional affiliations in English. The type of manuscript (Clinical research, Laboratory study, Case report, Technical note, Review article) should be also addressed. When the work includes multiple authors with different affiliations, the institution where the research was mainly conducted should be spelled out first, then be followed by foot notes in superscript Arabic numerals beside the authors’ names to describe their affiliation in a consecutive order of the numbers. Running head must be included consisting of no more than 65 characters/spaces. The external title page should also contain the address, telephone and facsimile numbers, and e-mail address of the

corresponding author at the bottom of the page, as well as information on the previous presentation of the manuscript in conferences and funding resources, if necessary. The external title page should be a separate file.

The internal title page should only contain the article title in English. The internal title page must not contain any information on the names and affiliations of the authors.

2. Manuscript format

The article should be organized in the order of title, abstract, introduction, materials and methods, results, discussion, conclusions, references, tables, and figures or illustrations. Case reports should consist of an Abstract, Keywords, Introduction, Case description, Discussion, Conclusion and References. Also, case reports should have fewer than nine authors. Manuscript format may vary in review articles and special drafts.

3. Abstract

All manuscripts must contain an abstract. Objective, Methods, Results, and Conclusion sections should be included in clinical or laboratory research, but are not necessary in other types of studies such as case reports. The abstract should include brief descriptions on the objective, methods, results, and conclusion as well as a detailed description of the data. An abstract containing 400 words or less is required for original articles and review articles and 250 words for case reports and technical notes. A list of key words, with a maximum of six items, should be included at the end of the abstract. The selection of Key Words should be based on Medical Subject Heading (MeSH) of Index Medicus and the Web site (<http://www.nlm.nih.gov/mesh/MBrowser.html>).

4. Introduction

The introduction should address the purpose of the article concisely, and include background reports mainly relevant to the purpose of the paper. Detailed review of the literature should be addressed in the discussion section.

5. Materials and Methods

The article should record research plans, objective, and methods in order, as well as the data analysis strategies and control of bias in the study. Enough details should be furnished for the reader to understand the method(s) without reference to another work in the study described.

When reporting experiments with human subjects, the

authors should indicate whether they received an approval from the Institutional Review Board for the study. When reporting experiments with animal subjects, the authors should indicate whether the handling of the animals was supervised by the research board of the affiliated institution or a similar one. Photographs disclosing patients must be accompanied by a signed release form from the patient or family permitting publication.

We endorse the principles embodied in the Declaration of Helsinki and expect that all investigations involving human materials have been performed in accordance with these principles. For animal experiment, “the Guiding Principles in the Care and Use of Animals” approved by the American Physiological Society have to be observed. Explanation of the experimental methods should be concise and sufficient for repetition by other qualified investigators. Procedures that have been published previously should not be described in detail. However, new or significant modifications of previously published procedures need full descriptions. The sources of special chemicals or preparations should be given along with their location (name of company, city and state, and country). Method of statistical analyses and criteria of significance level should be described. In Case Reports, case history or case description replace the Materials and Methods section as well as Results section. Please inform us the approved number of IRB when you submit the manuscript.

6. Results

The authors should describe logically their results of observations and analyses performed using methodology given in the previous section and provide actual data. For biometric measurements in which considerable amount of stochastic variation exists a statistical treatment should be used in principle. The result section should include solely the findings of the current study, and not refer to previous reports. While an effort should be made to avoid overlapping descriptions by Tables and by main text, important trends and points in the Table should be described in the text.

7. Discussion

Discussion should contain contents regarding the findings of the research and interpretations in relation to other studies. It is necessary to emphasize the new and critical findings of the study and not to repeat the results of the study presented in the previous sections. The meaning and limitation of observed facts should be described, and the conclusion should

be related to the objective of the study only when it is supported by the results of the research. It is encouraged for the authors to use subheadings in the discussion section so that the readers can follow the logical flow of the authors’ thought.

8. Conclusion

The conclusion section should include a concise statement of the major findings of the study in accordance with the study purpose.

9. References

- Only references cited in text must appear in the reference list and marked in the form of superscript at the end of the sentences they were used in text (example: reference^{10,16-19})
- All references should be alphabetized by the first author’s last name.
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- When a work has six or less authors, cite the names of all authors. When a work has over six authors, cite the first six authors’ name followed by “et al.” Abbreviations for journal titles should be congruent with the style of *Index Medicus*. A journal title with one word does not need to be written out in abbreviation. The styles of references are as follows:

• Journal

Yang HJ, Lee DH, Lee YJ, Chi JG, Lee JY, Phi JH, et al.: Secondary neurulation of human embryos: morphological changes and the expression of neuronal antigens. *Childs Nerv Syst* 30: 73-82, 2014

• Book

Conover WJ: *Practical Nonparametric Statistics*, ed 2. New York: Jon Wiley & Sons, 1971, pp216-218

• Chapter in a book

Fischberg GM, Mohammadi A, Suzuki S, Fisher M. Diagnosis and management of moyamoya disease. In: Cohen SN, ed. *Management of Ischemic Stroke*. New York: McGraw-Hill; 2000; 291-310

10. Tables, figures, and illustrations

- Tables and figure legends should be included below the references pages at the end of the paper, but figures should be submitted separately from the text of paper.
- Table should be simple and should not duplicate information in figures. Title all tables and number them with Arabic numerals in the order of their citation. Type each

table on a separate sheet. Describe all abbreviations. Each column should have an appropriate heading, and if numerical measurements are given, the unit should be added to column heading. The significance of results should be indicated by appropriate statistical analysis. Table footnotes should be indicated with superscript markings. When remarks are used to explain items of the table, the markers should be given in the order of *, †, ‡, §, ||. Tables cannot be submitted in a picture format.

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Authors can submit a sound critic or opinion for the specific article published in the journal, topic of general interest to neurosurgeons, personal view on a specific scientific issue, departmental announcements or changes, conference schedules, or other information of the clinical fields.

12. Review articles

The authors and topics for review articles will be selected by the editorial board. Review articles should also undergo the review process.

13. Special articles

Special articles are devoted to providing updated reports by specialists in various fields or significant issues (e.g. history of the field) for the members of the society. The authors and topics of special drafts will be assigned and specially requested by the editorial board.

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The Nerve is in accordance with the strict ethics guidelines recommend by the Council of Science Editors (<http://www.councilscienceeditors.org>), International Committee of Medical Journal Editors (ICMJE, <http://www.icmje.org>), World Association of Medical Editors (WAME, <http://www.wame.org>), and the Korean Association of Medical Journal Editors (KAMJE, https://www.kamje.or.kr/en/main_en). Also, *The Nerve*, will follow the guidelines by the Committee on Publication Ethics (COPE) for settlement of any misconduct. If ethical misconduct is in fact found, the editorial board of *The Nerve* will not take it lightly. We will not hesitate to publish errata, corrigenda, clarifications, retractions, and request apologies. Also, there can be possible sanctions, notification to other editors of other biomedical journals, and depending on the severity of the allegation, notify the author's institution

1. Authorship

The Nerve follows the **International Committee of Medical Journal Editors** (ICMJE) criteria of authorship. All persons designated as authors should qualify for authorship, and will be required to submit a statement confirming that they meet the authorship criteria.

The order of authorship should be a joint decision by all the co-authors. Every author should have participated sufficiently in the work to take public responsibility for the content.

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Acquisition of funding, collection of data, or general supervision of the research group alone does not, in themselves, constitute authorship.

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Members of the Data and Safety Monitoring Board (DSMB)

(or Data Monitoring Committee [DMC]) should be independent of the trial and not be involved in the preparation of the manuscript for publication or act as an author on the paper.

For studies involving a large multicenter group, the group should jointly make a decision about authorship by listing only those members who qualify for authorship and are willing to accept responsibility for the manuscript as authors. List the other members of the group who have contributed to the study in the Acknowledgements section including their name and town. The National Library of Medicine (NLM) indexes the group name and authors and lists the names of collaborators if listed in Acknowledgements.

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When the study has been carried out on behalf of a group, the connector for should be used in the authorship list.

Contributors from the collaborating group(s) or investigators in the study can be listed in the appendix.

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The Nerve's policy requires that every author disclose any direct or indirect financial or personal interests. All papers when submitted should contain a disclosure statement indicating any potential conflicts of interest that might constitute an embarrassment to any of the authors were it not declared and emerged after publication.

The Journal encourages authors to err on the side of full disclosure. Such conflicts might include, but are not limited to:

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Identifying information should not be published in written descriptions, photographs and pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) has given written informed consent for publication. Informed consent for this purpose requires that the patient be shown the manuscript to be published.

When informed consent has been obtained, please indicate this in the published article.

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The Editorial Board reserves the right to reject papers for which the ethical aspects are, in the Board's opinion, open to doubt.

4. Availability of data and materials

A condition of publication in *The Nerve* is that the authors agree to make materials, data and associated protocols promptly available to readers if requested. Where reagents are not available commercially, authors must make these freely available to academic researchers for their own use. If there are any restrictions on materials/data, authors must disclose this at the time of submission.

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The Nerve does not allow certain electronic enhancements or manipulations of micrographs, gels, or other digital images.

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Nonlinear adjustments must be specified in the figure legend. Selective enhancements or alterations of one part of an image are not acceptable.

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7. Ghost writing and writing assistance

Ghost writing is when someone has made a substantial contribution to the research, writing or editing of a manuscript and this role is not mentioned in the paper. Such writers are contributors to the manuscript and if they are not included in the authorship list their involvement, affiliations and any funding that was provided for their assistance should be included in the acknowledgement section of the paper.

8. Study design: ethical approval and patient consent

All manuscripts in which experiments on patients or healthy volunteers, patients' case histories or use of genetic material are reported should contain a statement that:

- the subjects' written consent was obtained according to the Declaration of Helsinki (updated 2008), and
- the study has been approved by a local ethics committee/

institutional review board (IRB) or that it conforms to standards currently applied in the country of origin; the name of the authorizing body should be stated in the paper.

All manuscripts in which experiments on animals are reported should include a statement that the experiments were conducted with full compliance with local, national, ethical, and regulatory principles and local licensing regulations. The name of the authorizing body should be stated in the paper.

Also, when conducting experiments on both animals and humans, specific characteristics must be mentioned (Species, Ethnicity, Gender, Type of cells, age of donor of specific cells). If these factors are not necessary for the study it must be stated.

9. Clinical trial registration

The Nerve requires the registration of all clinical trials in line with the ICMJE and WHO declarations. From 1 January 2009, all prospective, interventional studies whether begun before or after that date must be registered with either a WHO primary registry or an approved ICMJE registry before the onset of enrolment of patients to be considered for publication. Trials beginning after 1 January 2009 must be registered before recruitment of the first patient. *The Nerve* will accept retrospective registration (i.e., registration after patient enrolment begins) of trials that began before 1 January 2009.

For submission of a randomized controlled trial, please provide the registration number of the trial and the name of the trial registry in the last line of the paper's structured abstract. Click here for more information on how to format the registration. You may also like to read the published editorial for more information about the Journal's policy on clinical trial registration.

For further information, see Statement from the International Committee of Medical Journal Editors and the World Health Organization (WHO) International Clinical Trials Registry Platform.

Reporting Guidelines

To ensure the highest quality of research reporting, *The Nerve* follows the EQUATOR network resource centre for good research reporting. *The Nerve* strongly advises authors to follow the standard formats and guidelines provided.

1. Randomized Controlled Trials

Randomized controlled trials (RCTs) should be reported according to the standard guidelines outlined in the Consolidated Standards of Reporting Trials (CONSORT) statement. CONSORT has developed a checklist to include when reporting such trials. *The Nerve* also encourages authors to include the patient flow diagram.

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Systematic reviews or meta-analyses of RCTs should be based on the Quality of Reporting of Meta-analyses (QUOROM)

guidelines.

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4. Studies of diagnostic accuracy (STARD)

Reports of studies of diagnostic accuracy should be prepared according to the Studies of Diagnostic Accuracy (STARD) guidelines.