

## Author Instructions/Author Guidelines

The publishing language of the journal is English.

Manuscripts submitted for publication should be neither published in any journal before nor submitted simultaneously to another journal. Master or Doctoral Thesis previously shared with the public may be published if rewritten in an article format.

Authors have the scientific and legal responsibility for the manuscripts. All published works are licensed under a **Creative Commons Attribution 4.0 International License**. It means that authors reserve all proprietary rights such as patent rights and the right to copy and redistribute the material of published works in any medium or format. Also, they have the right to use all or part of the article in their future works (e.g., lectures, press releases, and reviews of textbooks), remix, transform, and build upon the material for any purpose, even commercially.

### Fees/Charges

The journal is self-financed and does not receive funding from any institution/government. Hence, the journal operates solely through processing charges it receives from the authors. The handling fee is required to meet its maintenance. Being an Open Access journal group, the journal does not collect subscription charges from readers, thus, they may enjoy free online access to the articles. Authors are hence required to pay a fair handling fee for processing their articles. However, there are no submission charges. **Authors are required to make payment only after their manuscript has been accepted for publication.**

The journal charges the following fees to cover publication costs up to **8 pages in PDF format**:

- **Article Processing Fee: 99.00 GBP**

If the article has a length higher than 8 pages, the author will be asked to pay for extra charges (10.00 GBP per page).

## Publication Process/Peer-Review Processing

### 1) Pre-submission requirements

Please submit your manuscript using the **online manuscript submission system**. In the unlikely event that you have problems, please email the submission to the **editorial office** of the journal.

As part of the submission process, authors are required to check their submission's compliance with all of the following items, and submissions may be returned to authors who do not adhere to these guidelines.

- a) The submission must be original, not previously published, and not under for publication by any other journal (any exceptions should be explained in the Comments to journal editors).
- b) Manuscripts must be sent in the format of “Word” document (e.g., .doc, .docx, .rtf, etc.).
- c) The text of manuscripts must be well-organized with clearly labeled sections and subsections.
- d) Visual materials (e.g., figures and photographs) must be sent as Bitmap images (e.g., .JPEG, .TIFF, .GIF, etc.) with a resolution of 300 dpi at least. Each figure must contain a brief caption of no more than one sentence placed under the figure. If required, a legend for charts and graphs should be added to the figure or in the figure caption.
- e) Each table must contain a brief caption of no more than one sentence placed above the table. The legend and annotation should be placed below the table. Annotation may be used to explain abbreviations, footnotes, etc. All Tables submitted must be cell-based, editable, and short. Avoid using color shades in the Table. The usage of special characters such as asterisks must be denoted below with the text explaining the denotation. Do not use any hyperlinked text in the tables.
- f) Charts and tables must be used sparingly. It is redundant to repeat in the table information that has been already provided in a chart, or vice versa.
- g) It is important that numerical equations are prepared using Microsoft equations or MathType. and tables in the manuscript are submitted in Word (.doc), Excel (.xls), or PPT formats only, not as images.

## 2) After you submit:

### a) Plagiarism screening policy

The editorial office utilizes a web-based software program (**iThenticate**) to identify potential plagiarism by comparing documents and highlighting similarities. A "similarity rate" of 25% or less is acceptable. If a manuscript has a similarity rate exceeding 25%, the author will be asked to make corrections. This also applies to situations where the identified rate is below 25% but there are excerpts directly copied from other sources in the submission.

### b) Peer-review

All submitted papers will first be pre-evaluated by the editorial board through a "peer review" system in electronic environment; later the papers will be sent to advisory board members. Manuscripts deemed suitable for the journal will then be sent to three reviewers in a **double-blind** process. If necessary, authors may be asked to address certain questions or correct specific issues. The possible outcomes of this review process are acceptance, minor revision, major revision, rejection in the current form, or outright rejection.

### c) If your manuscript is accepted: Next Steps

Upon submission acceptance, you will receive a form containing a copyright agreement along with a request for payment for article publication. Once the payment is processed, your article will move to the copyediting stage where all information and data are thoroughly reviewed and verified. A galley proof of the article, as it will appear in the journal, will then be sent to the authors for proofreading and corrections. After receiving the corrected proofs from the corresponding author, the final paginated and citable articles are published, followed by a publication notification sent to the author.

## Manuscript Formatting Guidelines/Template

### Obligatory segments of the manuscript:

**1. Title:** Title must be concise, self-explanatory, and brief. It's advisable to avoid using abbreviations as much as possible. If a title is too long, please add a running title.

*Example of Title:*

Predictors of Patient's Survival after a Diagnosis of Cervical Cancer Patients at Moi Teaching and Referral Hospital

*Example of Short Running Title:*

Predictors of Patient's Survival after a Diagnosis of Cervical Cancer Patients

**2. Author Information includes** complete information about the author(s) with their affiliations in order of their contribution. The author names should be written in the format: Name Middle Name SURNAME. For example, Andrea Garcia SANTES. If the author does not have a middle name, this part can be skipped. Affiliation should be written in the format: Department, Faculty, University, Country. Besides this, complete contact information of the corresponding author must be added, which should include the complete author's name, affiliation, and email address for future communication. Authors with an ORCID account may indicate their number in this section after the email address.

*Example of Author Name format:*

Samara Crislany Araujo de SOUSA<sup>1,\*</sup>, Danilo Nogueira MAIA<sup>2</sup>, Julia Kiara da NOBREGA HOLANDA<sup>1</sup>, Clara Martins MAIA<sup>3</sup>, Elizandra Silva da PENHA<sup>4</sup>, and Abrahao Alves de OLIVEIRA FILHO<sup>4</sup>

*Example of Affiliation Format:*

<sup>1</sup>Dentistry Student, Federal University of Campina Grande—UFCG, Brazil

<sup>2</sup>Doctor, Federal University of Ceará—UFC, Brazil

<sup>3</sup>Dental Surgeon, Federal University of Campina Grande—UFCG, Brazil

<sup>4</sup>Master Professor, Federal University of Campina Grande—UFCG, Brazil

\* Corresponding auhtor

**3. Abstract:** The abstract should be concise, informative, and self-contained. It must provide a summary of the entire article in a nutshell without any citations. Content should be in bold.

*Example of Abstract:*

**Cervical cancer is one of the most prevalent cancer in women. It is the fourth leading cause of cancer deaths in women worldwide after breast cancer, lung cancer, and colorectal cancer. In Kenya, cervical cancer is the leading cause of death in women and has been shown to have increased by 3,211 in the past 5 years. An increase in cervical cancer in Kenya has resulted in an economic burden for patients and families. There is an increase in healthcare spending as well as productivity losses due to morbidity and mortality at a productive age. The purpose of the study was to determine the predictors of survival after a diagnosis of cervical cancer. A retrospective cohort design was used in the study.**

**4. Keywords:** All submissions must contain only up to 4 keywords or 4 important phrases from the manuscript separated by commas, and that provide a glimpse of the article. Keywords must be ordered alphabetically.

*Example of Keywords:*

Cervical cancer diagnosis, patients, patient's survival, predictors.

**5. Body:**

**Introduction:** The introduction should set the tone of the study by clearly stating the purpose of the study, and explaining its significance, aim, and scope by citing relevant research findings and statements as evidence.

**Materials and Methods:** This section should provide a complete overview of the research study, detailing the research techniques applied, the sample size, and the way the experiment is conducted. The data extracted from the study should be presented in the form of tables, figures, images, etc. to make it more meaningful to the readers.

**Findings/Results:** This section draws important findings of the study making comparisons, applying probabilities, and testing the hypothesis to prove or reject the statement made at the beginning of the study.

**Discussion:** The data presented using formulas, equations, charts, tables, etc. should be analyzed thoroughly applying statistical methods to discuss the major observations from the study. This is an important aspect of the study that should extract the entire outcome of the study.

**Conclusions:** Authors summarize the entire study by setting limitations if any such as methods applied, or the sample size or methods employed to conduct this study. Author/s make specific recommendations to advance research in this area in the future.

**Funding (not mandatory section):** The authors can acknowledge the funding agencies if any in their studies.

**Acknowledgments (not mandatory section):** Author/s can acknowledge all the agencies, institutes, and individuals that supported the study.

**Appendix (not mandatory section):** Questionnaires, Abbreviations, Full form of all the abridged words and the jargon must be elaborated in this section to facilitate readers.

**Conflict of interest:** The authors declare that they do not have any conflict of interest.

**6. Equations:** Equations should be in MathType format or Windows equation format.

**7. Figure Illustrations and Table Formatting:** Research is communicated effectively only through figures and tables such as graphs, illustrations, diagrams, or other visuals. Images must be submitted only in high-resolution in TIFF, PNG, JPEG, or EPS formats. There is no limitation to the number of figures and tables to be included in the manuscript. Composite figures must be labeled A, B, C, etc. Legends are mandatory to explain an image or table that should not exceed 100 words. Each table/figure must contain a brief caption of no more than one sentence. Do not use any hyperlinked text in the tables/figures.

**Tables should not be submitted in image format.**

## **8. Reference Formatting**

**Reference Style:** This journal follows the **Vancouver referencing style**. All references must be **numbered**, and **citations should appear in sequential order as numerical references** within the main text.

### ***Example of in-text citation:***

Place each reference number in square brackets [1] throughout the text, tables, and legends. If the same reference is used again, re-use the original number. The sentence punctuation follows the brackets [2]. Multiple references [2], [3] are each numbered with separate brackets [1]–[3]. When citing a section in a book or direct quotation, please give the relevant page numbers [2, p. 80]. Do

not use “Ref. [3]” or “reference [3]” except at the beginning of a sentence: “Study [3] shows ... .” When authors' names are used in-text citations, please follow the next rules: only use the author’s last name in your text. If a source has multiple authors, name only the first author followed by ‘*et al.*’, for example, “Davies *et al.* [1] argue that...”.

### ***Examples of References***

#### ***Example of Journal article, up to 6 authors:***

Journal: Abbreviated Format

For example:

Gynecologic Oncology Reports: **Gynecol Oncol Rep**

Asian Pacific Journal of Reproduction: **Asian Pac J Reprod**

[1] LaVigne AW, Triedman SA, Randall TC, Trimble EL, Viswanathan AN. Cervical cancer in low and middle income countries: addressing barriers to radiotherapy delivery. *Gynecol Oncol Rep*. 2017;22:16–20.

[2] Reddy PS, Begum N, Mutha S, Bakshi V. Beneficial effect of Curcumin in letrozole induced polycystic ovary syndrome. *Asian Pac J Reprod* [Internet]. 2016 Apr [cited 2019 Aug 14];5(2):116–22. Available from: <http://linkinghub.elsevier.com/retrieve/pii/S2305050016000154>.

[3] Garruti G, Depalo R, Vita MG, Lorusso F, Giampetruzzi F, Damato AB, *et al.* Adipose tissue, metabolic syndrome and polycystic ovary syndrome: from pathophysiology to treatment. *Reprod Biomed Online*. 2009;19:552–63.

[4] Ufearo CS, Orisakwe OE. Restoration of normal sperm characteristics in hypoprolactinemic infertile men treated with metoclopramide and exogenous human prolactin. *Clin Pharm Ther*. 1995;58(3):354–9.

#### ***Example of Journal article, more than 6 authors:***

[5] Guilbert TW, Morgan WJ, Zeiger RS, Mauger DT, Boehmer SJ, Szeffler SJ, *et al.* Long-term inhaled corticosteroids in preschool children at high risk for asthma. *N Engl J Med*. 2006 May 11;354(19):1985–1997.

**NOTE: Surnames and initials for up to 6 authors should be provided in the reference entry before *et al.***

***Example of Book:***

Book: Publisher name & publisher location mandatory elements

[6] Wilkinson IB, Raine T, Wiles K, Goodhart A, Hall C, O'Neill H. Oxford handbook of clinical medicine. 10<sup>th</sup> ed. Oxford: Oxford University Press; 2017.

***Example of Book chapter:***

[6] Darden L. Mechanisms and models. In: Hull DL, Ruse M, editors. *The Cambridge companion to the philosophy of biology*. Cambridge: Cambridge University Press; 2008. p. 139–159.

***Example for conference paper:***

[7] Hassan KS, Maher EM. Device-to-device communication distance analysis in interference limited cellular networks. *The Tenth International Symposium on Wireless Communication Systems (ISWCS 2013)*. Ilmenau, Germany, 2013. Available from: <https://ieeexplore.ieee.org/document/6629748>.

***Example of Thesis or Dissertation:***

[8] Kay JG. Intracellular cytokine trafficking and phagocytosis in macrophages [dissertation]. St Lucia (AU): University of Queensland; 2007.

***Example of Articles not in English:***

[9] Assink EHM, Verloop N. Het aanleren van deel–geheel relaties [Teaching part–whole relations]. *Pedagogische Studiën* 1977;54:130–42 [in Dutch].

***Example of website:***

Anderson R, Brown I, Dowty T, Inglesant P, Heath W, Sasse A. Database state. Joseph Rowntree Reform Trust. 2009. [accessed 15.07.23]. Available from: <http://www.cl.cam.ac.uk/~rja14/Papers/database-state.pdf/>.