

General Guidelines for Authors - MedPulse Spectrum

We welcome your manuscript submission to MedPulse Spectrum, and to ensure seamless processing, please adhere to the following guidelines:

1. Manuscript Submission and Ethical Standards:

Before submission, ensure that your manuscript complies with the [ICMJE Recommendations](#) for the conduct, reporting, editing, and publication of scholarly work in medical journals. Submissions must be original, not previously published or under review elsewhere.

All manuscripts must be submitted through the journal's website via the **Submissions** section at <https://jouex.com/index.php/medpulsespect/about/submissions>. A step-by-step tutorial is also available on the site to assist with the submission process.

Required Submission Documents

Authors must prepare and upload the following documents during the online submission:

- a. **Author's Undertaking and Copyright Statement:** A declaration signed by all authors confirming the originality of the work, responsibility for authorship, and granting **MedPulse Spectrum** the right to publish the manuscript first. Copyright remains with the authors. [\[Click here to download form\]](#)
- b. **Title Page (Signed):** A completed and signed title page including full author details, affiliations, and contributions. [\[Click here to download Template\]](#)
- c. **Ethical Review Board (ERB) Approval Letter:** Mandatory for all research involving human or animal subjects. Must be issued by the respective institutional review board.
- d. **Main Manuscript:** Must follow the journal's formatting guidelines and be anonymised (blinded) for peer review.
- e. **Supplementary Files (if any):** Include additional tables, figures, datasets, or appendices that support the manuscript.

2. Research and Publication Ethics:

Authors must confirm their adherence to ethical standards by obtaining approval from a Research Ethics Committee. Additionally, any conflicts of interest must be transparently stated either in the manuscript or in an attached document.

3. Confidentiality and privacy:

Researchers must respect the confidentiality and privacy of participants and ensure that their personal information and data are protected. This includes obtaining informed consent for the collection, use, and sharing of personal information, and taking appropriate measures to secure and protect data.

4. Abstracts and Keywords

Abstracts should not exceed 250 words and should be structured under the headings: Background, Methods, Results, and Conclusions. Keywords (4-10) should follow the abstract, using terms from the [Medical Subject Headings \(MeSH\) of NLM](#)

5. Manuscript Structure Guidelines

5.1 Title Page:

- a. **Title of Article:** Restrict the title to 75 characters or fewer, including spaces. [\[see manuscript template in guidelines section\]](#)
- b. **Type of Article:** Clearly specify the type of article (e.g., Original Article, Case Report, Short Communication).
- c. **Author Information:** Must be completely filled, signed by all and submitted by the corresponding author on a separate form available at the website, [\[Click here to download\]](#)
- d. **Second Page:** [\(see manuscript template in Guidelines section\)](#)
- e. **Abstract:** Maintain a concise abstract, within 250 words, structure the abstract based on the specific manuscript type, and incorporate keywords relevant to the content.

5.2 Subsequent Pages:

- a. **Introduction:** Offer background information, clearly state the research question or hypothesis, and define the purpose and scope of the study.
- b. **Methodology:** Detail the study design, describe population characteristics, explain sampling methods, data collection procedures, and statistical analyses.
- c. **Results:** Present research findings clearly and logically, use tables, figures, and graphs as necessary for clarity, number figures and tables sequentially.
- d. **Discussion:** Interpret results in the context of prior research, discuss implications of the findings, address study limitations, and propose avenues for future research.
- e. **Conclusion:** Summarise key findings, emphasise broader implications for the field.
- f. **References:** Follow the recommended citation style (e.g., Vancouver), include only published or accepted manuscripts in the reference list, and limit citation of unpublished work to the body of the text.
- g. **Acknowledgements, Conflict of Interest, Funding Disclosure:** Clearly acknowledge contributors not meeting authorship criteria, provide a statement on conflicts of interest, and disclose funding sources.

5.2 Last Pages (Tables and Figures): Include tables and figures after the main text, and ensure tables and figures are appropriately referenced in the Results section.

6. Manuscript Formatting Guidelines

6.1 Paper Size and Margins:

- ✓ **Paper Size:** Use the standard A4 size (8.27 x 11.69 inches) for your manuscript.
- ✓ **Margins:** Maintain uniform margins on all sides, with 1-inch margins (top, bottom, left, and right).

6.2 Fonts and Headings:

- ✓ **Font Type:** Utilise Times New Roman exclusively for both body text and headings.
- ✓ **Font Size:** Set the body text in Times New Roman, 12 points. For headings, use Times New Roman, 12 points, bold for emphasis.

6.3 Spacing:

Line Spacing: Implement 1.25 spacing throughout the manuscript for enhanced readability.

6.4 Tables and Figures:

- ✓ **Caption Placement:** Place captions above tables. Position captions below images/figures.

6.5 Submission Tips:

- ✓ **Paper Review:** Ensure your manuscript adheres to the specified formatting guidelines. Double-check for consistency in font, spacing, and overall presentation.
- ✓ **Pre-Submission Verification:** Thoroughly review your document for any formatting discrepancies. Confirm adherence to the prescribed guidelines before submission.

7. Manuscript Types and Formats (for more details, see specific author's guidelines for article types)

8. References should begin on a separate page from page 3 onwards. In an Original Article, references must not exceed 30; for Review Articles, the limit is 100. References should be single-spaced and numbered as they appear in the text, following the Vancouver style, superscripted, ascending order, Arabic numbering (0,1,2,3...) in main text. Examples of different reference types can be found in the 'Uniform requirements for manuscripts submitted to biomedical journals' on the International Committee of Medical Journal Editors' website.

For example:

Journal Article: Smith AB, Johnson CD. Mindfulness-Based Stress Reduction and Anxiety Levels. *J Mindfulness* 2022;5(3):123-135.

Book: Johnson H. *Mindfulness and Mental Well-being*. XYZ Publishers; 2021.

Chapter in a Book: Williams, R. *Mindfulness Practices in Educational Settings*. In: Brown A, ed. *Advances in Mindfulness Research*. ABC Publishers; 2018. p. 45-56.

Website: Mindfulness Institute. *Introduction to Mindfulness Meditation*. [Internet]. Available from: <https://www.mindfulnessinstitute.com/intro-mindfulness>. Accessed July 15, 2023.

Audio/Video File: Johnson S. *Mindfulness Meditation: A Guided Practice*. Audio recording. 2022. Available at: [URL].

9. Tables and Illustrations: Tables and figures should be submitted separately as per the automated submission guidelines. Each should have a title and be double-spaced. Figures must be professionally designed, with clear symbols, lettering, and numbering. Patient photographs should either maintain anonymity or be accompanied by written consent.

10. Units of Measurement and Abbreviations: Measurements should use conventional units, with SI units in parentheses. Abbreviations should be minimised, and if used, should be preceded by the words they represent on their first appearance. Titles and abstracts should be devoid of abbreviations.

11. Names of Drugs and Permissions: Use only generic names of drugs; brand names are not permitted. Materials sourced elsewhere should be accompanied by author and publisher permission for reproduction.

12. Review and Processing: Upon receipt, acknowledgements will be issued. After editorial review, manuscripts will proceed to peer review. Feedback from reviewers will be communicated, followed by the authors' amendments. Upon acceptance, a letter will be provided, and the article will be queued for printing.

13. Fee: There is no article processing or publication fee or article publication fee.

We appreciate your adherence to these guidelines, which will facilitate efficient processing and enhance the quality of published works in MedPulse Spectrum. For any queries, feel free to contact us at (journal's contact email/phone).