

Author Guidelines

Please prepare your manuscript according to the following instructions, and feel free to contact us with any questions you might have. To ensure fast peer review and publication, manuscripts that do not adhere to the following instructions will be returned to the corresponding author for technical revision before undergoing peer review. We are looking forward to receiving your submission.

1. AIMS AND SCOPE

Neurology and Clinical Neuroscience, the Official Journal of the Japanese Society of Neurology, publishes high quality articles in neurology and clinical neuroscience. Original articles cover broad areas of neurology and basic research relevant to neurological diseases. There is an emphasis on research that explores frontiers to elucidate the mechanisms of neurological diseases and translational research including clinical trials to develop better treatments and their prevention. **Neurology and Clinical Neuroscience** also publishes Reviews, Case Reports, Pictures in Neurology, Mutations in Neurology, Commentaries and Letters to the Editor that provide the readers with new insights into neurology and clinical neuroscience.

2. EDITORIAL REVIEW AND ACCEPTANCE

The acceptance criteria for all papers are the quality and originality of the research and its significance to our readership. Except where otherwise stated, manuscripts are peer reviewed by two anonymous reviewers and the Editors. The final decision rests with the Editorial Board.

Manuscripts should be in a clear, concise, and direct style. Where contributions are judged as acceptable for publication on the basis of content, the Editor and the Publisher reserve the right to modify typescripts to eliminate ambiguity and repetition and improve communication between authors and readers. If extensive revisions are required, the manuscript will be returned to the author for revision.

3. PRE-SUBMISSION RESOURCES

Author Services

Prior to submission, we encourage you to browse the "Author Resources" section of the Wiley-Blackwell "Author Services" website: <http://authorservices.wiley.com/bauthor/author.asp>.

This site includes useful information covering such topics as copyright matters, ethics, electronic artwork guidelines, and how to optimise articles for search engines.

Pre-submission English-language editing

Authors for whom English is a second language may choose to have their manuscript professionally edited before submission to improve the English. A list of independent suppliers of editing services can be found on the Author Services web pages (http://authorservices.wiley.com/bauthor/english_language.asp.) Japanese authors can also find a list of local English improvement services at <http://www.wiley.co.jp/journals/editcontribute.html>. All services are paid for and arranged by the author, and use of one of these services does not guarantee acceptance or preference for publication.

4. MANUSCRIPT PREPARATION

Manuscript categories

i. Original Articles

Description: Full-length reports of research in either clinical or basic science.

Word limit: 4,000 words maximum including abstract and references

Abstract: 250 words maximum and must include subheadings

References: In general, less than 30.

Figures/Tables: Maximum of 8 figures and tables.

ii. Review Articles

Description: Comprehensive reviews focusing on specific topics relevant to neurology and clinical neuroscience. Both solicited and unsolicited review articles will undergo peer review prior to acceptance.

Word limit: 4,000 words maximum including abstract and references

Abstract: 250 words maximum, unstructured

References: no limit

Figures/Tables: Maximum of 8 figures and tables.

iii. Case Reports

Description: Brief case reports of significant clinical importance.

Word limit: 1,000 words maximum including abstract and references

Abstract: 150 words maximum, unstructured

References: In general, less than 10

Figures/Tables: Maximum of 1 figure or a table

iv. Pictures in Neurology

Description: Brief description of interesting clinical pictures or images.

Word limit: 200 words maximum including abstract and references

Abstract: No abstract.

References: In general less than 5.

Figures/Tables: 1 figure

v. New Mutations in neurological disorders

Description: Brief description of newly identified mutations and the clinical presentations of neurological disorders.

Word limit: 500 words maximum including abstract and references

Abstract: No abstract.

References: In general, less than 8

Figures/Tables: Maximum of 1 figure or table

vi. Letters to the Editor

Description: Letters must offer perspective to the contents published in **Neurology and Clinical Neuroscience**. A Letter must reference the original source, and a Response to a Letter must reference the Letter in the first few paragraphs. Letters can use an arbitrary title, but a Response must cite the title of the Letter:

e.g. Response to [title of Letter]. This ensures that readers can track the line of discussion.

Word limit: 500 words maximum

Abstract: not required

References: Maximum of 5

Figures/Tables: Maximum of 1 figure or table

vii. Commentary (only by invitation of Editors).

Description: Proposals for Editorials may be submitted; however, in this case authors should only send an outline of the proposed paper to the Editorial Office for initial consideration.

Word limit: 1,000 words maximum

Abstract: no abstract required for this manuscript type

References: Maximum of 5

Manuscript style

Manuscripts should follow the style of the Vancouver agreement detailed in the International Committee of Medical Journal Editors' revised "Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Writing and Editing for Biomedical Publication", as presented at <http://www.ICMJE.org/>.

Manuscripts submitted as Original Articles, Review Articles and Case reports should be presented in the following order:

(i) title page, (ii) abstract and key words, (iii) text, (iv) acknowledgments, (v) references, (vi) supporting information, (vii) figure legends, (viii) tables (each table complete with title and footnotes) and (ix) figures. Footnotes to the text are not allowed and any such material should be incorporated into the text as parenthetical matter.

All articles submitted to the Journal must comply with these instructions. Failure to do so will result in return of the manuscript and possible delay in publication.

Spelling should follow American conventions and must be consistent throughout the manuscript.

Abbreviations. In general, terms should not be abbreviated unless they are used repeatedly and the abbreviation is helpful to the reader. Initially use the word in full, followed by the abbreviation in parentheses. Thereafter use the abbreviation only.

Units. All measurements must be given in SI or SI-derived units. Please go to the Bureau International des Poids et Mesures (BIPM) website at <http://www.bipm.fr> for more information about SI units.

Trade names. Chemical substances should be referred to by the generic name only. Trade names should not be used. Drugs should be referred to by their generic names. If proprietary drugs have been used in the study, refer to these by their generic name, mentioning the proprietary name, and the name and location of the manufacturer, in parentheses.

Genetic nomenclature. Standard genetic nomenclature should be used. For further information, including relevant websites, authors should refer to the genetic nomenclature guide in Trends in Genetics (Elsevier Science, 1998).

Nucleotide sequence data should be submitted in electronic form to any of the three major collaborative databases: DDBJ, EMBL or GenBank. It is only necessary to submit to one database as data are exchanged between DDBJ, EMBL and GenBank on a daily basis. The suggested wording for referring to accession-number information is: "These sequence data have been submitted to the DDBJ/EMBL/GenBank databases under accession number U12345". Addresses are as follows:

DNA Data Bank of Japan (DDBJ) <http://www.ddbj.nig.ac.jp>

EMBL Nucleotide Sequence Submissions <http://www.ebi.ac.uk>

GenBank <http://www.ncbi.nlm.nih.gov>

Parts of the manuscript

Abstract and key words

Original articles and review articles must have a structured abstract of <250 words or fewer> that states the purpose, basic procedures, main findings and principal conclusions of the study. Divide the abstract with the headings: Background, Aim, Methods, Results, Conclusion. Case reports should have an unstructured abstract of less than 150 words. The abstract should not contain abbreviations or references.

Five key words, for the purposes of indexing, should be supplied below the abstract, in alphabetical order, and should be taken from those recommended by the US National Library of Medicine's Medical Subject Headings (MeSH) browser list at <http://www.nlm.nih.gov/mesh/meshhome.html>.

Tables

Tables should be self-contained and complement, but not duplicate, information contained in the text. Number tables consecutively in the text in Arabic numerals. Type tables on a separate page with the legend above. Legends should be concise but comprehensive – the table, legend and footnotes must be understandable without reference to the text. Vertical lines should not be used to separate columns. Column headings should be brief, with units of measurement in parentheses; all abbreviations must be defined in footnotes. Footnote symbols: †, ‡, §, ¶, should be used (in that order) and *, **, *** should be reserved for P-values. Statistical measures such as SD or SEM should be identified in the headings.

Figures

All illustrations (line drawings and photographs) are classified as figures. Figures should be cited in consecutive order in the text. Each figure should be supplied as a separate file, with the figure number incorporated in the file name. For submission, PowerPoint files or low-resolution figures saved as .jpg or .bmp files should be uploaded, for ease of transmission during the review process. Upon acceptance of the article, high-resolution figures (at least 300 d.p.i.) saved as .eps or .tiff files should be uploaded. More information about figures is available on Author Services at: <http://authorservices.wiley.com/bauthor/digill.asp>

Figure legends. Legends should be concise but comprehensive – the figure and its legend must be understandable without reference to the text. Include definitions of any symbols used and define/explain all abbreviations and units of measurement.

Acknowledgements

The source of financial grants and other funding must be acknowledged, including a frank declaration of the authors' industrial links and affiliations. The contribution of colleagues or institutions should also be acknowledged. Personal thanks and thanks to anonymous reviewers are not appropriate.

References

The Vancouver system of referencing should be used (examples are given below). In the text, references should be cited using superscript Arabic numerals in the order in which they appear. If cited in tables or figure legends, number according to the first identification of the table or figure in the text. Authors are responsible for the accuracy of the references.

In the reference list, cite the names of all authors when there are six or fewer; when seven or more, list the first three followed by et al. Do not use *ibid.* or *op cit.* Reference to unpublished data and personal communications should not appear in the list but should be cited in the text only (e.g. Smith A, 2000, unpublished data). All citations mentioned in the text, tables or figures must be listed in the reference list. Names of journals should be abbreviated in the style used in *Index Medicus*.

We recommend the use of a tool such as EndNote or Reference Manager for reference management and formatting. EndNote reference styles can be searched for here: <http://www.endnote.com/support/enstyles.asp>. Reference Manager reference styles can be searched for here: <http://www.refman.com/support/rmstyles.asp>

Journal article

1. Soter NA, Wasserman SI, Austen KF. Cold urticaria: Release into the circulation of histamine and eosinophil chemotactic factor of anaphylaxis during cold challenge. *N. Engl. J. Med.* 1976; 294: 687–90.

Book

2. Kaufmann HE, Baron BA, McDonald MB, Wlatman SR (eds). *The Cornea*, 2nd edn. New York: Churchill Livingstone, 1998.

Chapter in a Book

3. McEwen WK, Goodner IK. Secretion of tears and blinking. In: Davidson H (ed). *The Eye*, Vol 3, 2nd edn. New York: Academic Press, 1969; 34–78.

Electronic Material

4. Cancer-Pain.org [homepage on the internet]. New York: Association of Cancer Online Resources, Inc.; c2000–01 [updated 2002 May]; cited 2000 Jul 9]. Available from: <http://www.cancer-pain.org/>.

Appendices

These should be placed at the end of the paper, numbered in Roman numerals and referred to in the text. If written by a person other than the author of the main text, the writer's name should be included below the title.

Supporting Information

A Supporting Information is any supplementary material that is not essential to the article but provides greater depth and background and may include tables, figures, videos, datasets, etc. It is preferable that this information is contained in one file in pdf format. This material can be submitted with your manuscript, and will appear online, without editing or typesetting. Guidelines on how to prepare this material and which formats and files sizes are acceptable can be found at: <http://authorservices.wiley.com/bauthor/suppmat.asp>

Please note that the provision of supplementary material is not encouraged as a general rule. It will be assessed critically by reviewers and editors and will only be accepted if it is essential.

5. SUBMISSION OF MANUSCRIPTS

Manuscripts should be submitted online at <http://mc.manuscriptcentral.com/ncn>. Authors must supply an email address as all correspondence will be by email.

The journal to which you are submitting your manuscript employs a plagiarism detection system. By submitting your manuscript to this journal you accept that your manuscript may be screened for plagiarism against previously published works.

Publication fees

There is no publication fee.

Submission requirements

Each submission must include: a covering letter, title page, and manuscript. The length of manuscripts must adhere to the specifications under the **Manuscript Categories** section.

Covering letter

Papers are accepted for publication in the Journal on the understanding that the content has not been published or submitted for publication elsewhere. This must be stated in the covering letter.

The covering letter must contain an acknowledgement that the content has not been submitted elsewhere, that all authors have contributed significantly, and that all authors are in agreement with the content of the manuscript, in keeping with the latest guidelines of the International Committee of Medical Journal Editors.

Title page

The title page should contain (i) the title of the paper, (ii) the full names of the authors and (iii) the addresses of the institutions at which the work was carried out together with (iv) the full postal and email address, plus facsimile and telephone numbers, of the author to whom correspondence about the manuscript should be sent. The present address of any author, if different from that where the work was carried out, should be supplied in a footnote.

The title should be short, informative and contain the major key words. Do not use abbreviations in the title. A short running title (less than 40 characters) should also be provided.

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Conflict of interest

Authors must declare any financial support or relationships that may pose conflict of interest by disclosing at the time of submission any financial arrangements they have with a company whose product figures prominently in the submitted manuscript or with a company making a competing product. Such information will be held in confidence while the paper is under review and will not influence the editorial decision. If the article is accepted for publication, the Editor will usually discuss with the authors the manner in which such information is to be communicated to the reader.

All authors are asked to sign a Competing Interests and Acknowledgment Statement on submission of their manuscript. A Conflict of Interest statement needs to be supplied and will be included as part of the published paper.

If tables or figures have been reproduced from another source, a letter from the copyright holder (usually the Publisher), stating authorization to reproduce the material, must be attached to the covering letter.

Ethics

Manuscripts must contain a statement to the effect that all human studies have been reviewed by the appropriate ethics committee and have therefore been performed in accordance with the ethical standards laid down in an appropriate version of the 2000 Declaration of Helsinki as well as the Declaration of Istanbul 2008. It should also be stated clearly in the text that all persons gave their informed consent prior to their inclusion in the study. Details that might disclose the identity of the subjects under the study should be omitted.

Reports of animal experiments must state that the "Principles of Laboratory animal care" NIH publication Vol 25, No. 28 revised 1996; <http://grants.nih.gov/grants/guide/notice-files/not96-208.html>) were followed, as well as specific national laws (e.g. the current version of the German Law on the Protection of Animals) where applicable.

Clinical trial registration

"Neurology and Clinical Neuroscience" requires that the clinical trials described in the submitted manuscript have been registered in a publicly accessible database. Authors should include the name of the trial registry and their clinical trial registration number in the Acknowledgements section of their manuscript. If you wish the editor[s] to consider an unregistered trial, please explain briefly why the trial has not been registered.

Randomized controlled trials

Reporting of randomized controlled trials should follow the guidelines of The CONSORT Statement: <http://www.consort-statement.org>

6. POST-ACCEPTANCE

Author Services

Author Services is a Wiley-Blackwell service that provides useful information for authors, enables authors to track accepted articles through the production process, enables authors to gain free access to their published articles and nominate up to 10 colleagues to be provided with free access to their published articles.

Proofs

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Accepted Articles

"Neurology and Clinical Neuroscience" offers Accepted Articles for selected articles. Accepted Articles is a Wiley-Blackwell service whereby peer-reviewed accepted articles are published online prior to their ultimate inclusion in a print or online issue. Articles published within Accepted Articles have been fully refereed, but have not been through the copy-editing, typesetting and proof correction process.

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Prior to acceptance there is no requirement to inform the Editorial Office that you intend to publish your paper Online Open. All Online Open articles are treated in the same way as any other article. They go through the Journal's standard peer-review process and will be accepted or rejected based on their own merit.

Offprints

A minimum of 50 offprints will be provided upon request, at the author's expense. These paper offprints may be ordered online. Please visit <http://offprint.cosprinters.com/>, fill in the necessary details and ensure that you type information in all of the required fields. If you have queries about offprints please email offprint@cosprinters.com

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