

Turkish Journal of Neurology

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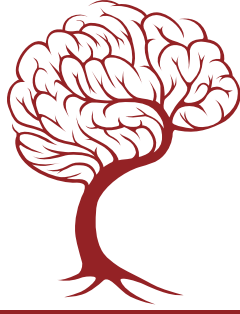
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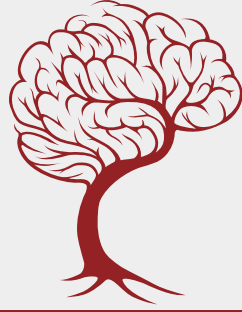
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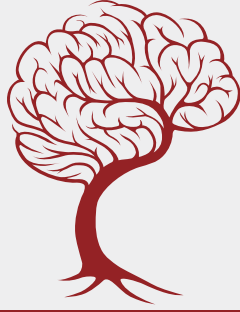
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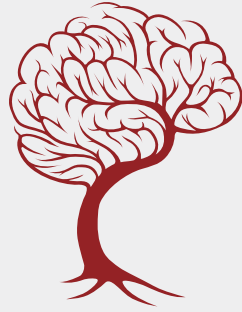
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Tables, figures, graphs, and pictures should be numbered according to the sequence of referral within the text. Each table, figure, graph, or picture should be cited in the text. Explanations should be made for abbreviations in footnotes.

Tables should be prepared to explain the text and not be a repetition of text or figures. Caution must be exercised in order not to send color pictures, graphs, or figures.

Pictures: X-ray films, computed tomography and magnetic resonance imaging, other diagnostic images, and pictures of pathology specimens should be sent in 127-173 mm dimensions and high quality. There should not be any text on images and radiologic images. Lesions must be indicated with black arrows on a white background or white arrows on a dark background. Letters, numbers, and symbols on pictures should be clear, consistent throughout, and large enough to be legible when the picture is reduced for publication. Pictures should be as self-explanatory as possible. When pictures or images of patients are used, the patients' names and eyes should be censored to prevent identification, and consent should be obtained from the patient or his/her legal representatives. Legends for illustrations should be written using double-spacing starting on a separate page, and Arabic numerals should be used for corresponding illustrations. When symbols, arrows, numbers or letters are used to identify parts of illustrations, each should be explained in the legend. Patients' names should not be written in pictures and omitted from radiologic images.

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Tables, graphs, and figures: Each table should be prepared with double-spacing on a separate page. Tables should have a brief title. Explanations should be made in footnotes instead of heading. Explanations should be made for all nonstandard abbreviations in footnotes. If decimal numbers are used, it must be separated with comma in Turkish articles and dot in English articles. Use only one decimal-digit after comma or dot, except specific numbers (e.g., p-value). The following symbols should be used in footnotes in sequence: *, †, ‡, §, ||, ¶, **, ††, ‡‡. Each table should be cited in the text.

Figures and graphs should be drawn professionally or photographed and should be of photographic quality when digitally recorded. Electronic files of figures or graphs should be sent in JPEG, or GIF format that will produce high-quality images and the quality of the files should be checked on a computer screen before submission. In radiologic monitorings such as magnetic resonance imaging or computerized tomography of the patient, the writing around the image should be redacted with appropriate software (such as Photoshop) and the images should be surrounded by black color. In radiologic images, information such as the location of the shot, the name of the patient, the date of shot should be removed with the help of appropriate software without distorting the image quality or destroying the image. If the article contains tables, graphs, figures or pictures from a previously published article, written consent should be obtained from the authors and copyright owners, and this should be stated.

Manuscript Types

Original Article

Original articles include clinical research, clinical observation, new methods, and experimental and laboratory studies. Original articles should include title, abstract, keywords related with the main topic of the study, introduction, materials and methods, results (findings), discussion, conclusion, acknowledgments, references, tables, graphs, and pictures. Title, abstract, and keywords should be both in Turkish and English. Original articles should not exceed 5000 words and 40 references.



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INSTRUCTIONS TO THE AUTHORS

Title page: The page that includes the title of the article, author names, and information about the authors.

Abstract: Turkish and English abstracts should be included in original articles, case reports, and reviews. Abbreviations should be avoided in abstracts if possible. In this section, there should be no references, figures, tables, or citations. Abstracts should mention the main topics of the article and not exceed 300 words. The English abstract should be structured to include "Objective," "Materials and Methods/Patients and Methods," "Results," and "Conclusion" sections.

In original articles, the Abstract should include the following five subheadings:

- 1. Objective:** The aim of the study should be identified.
- 2. Materials and Methods:** The study should be defined, inclusion criteria, whether it was randomized, retrospective or prospective, and statistical methods should be stated.
- 3. Results:** Detailed results of the study should be given, and the level of statistical significance should be stated.
- 4. Conclusion:** The conclusion should reflect the study results, define clinical usefulness, and show strengths and limitations.
- 5. Keywords:** At least 3 and no more than five keywords should be included at the end of abstracts. Standard terminology should be used for keywords. Medical Subject Headings (MeSH) can be used for writing keywords (www.nlm.nih.gov/mesh/MBrowser.html)

Original articles should include the following sections:

- 1. Introduction:** Concise information should be given about the topic, the aim of the study should be stated, and these should be supported by the literature.
- 2. Materials and Methods:** The study plan should be given, whether randomization was made, prospective or retrospective nature of the study, number of subjects, and inclusion and exclusion criteria should be explained.
- 3. Results:** Results, tables, and figures should be given, and the results should be evaluated considering statistical methods used in the study. Writing rules about visual material can be found under "General Rules" in the section of "Pictures, Tables, Graphs, and Pictures."
- 4. Discussion:** Results should be discussed with strengths and limitations, and compared with the literature.
- 5. Conclusion:** Conclusions of the study should be emphasized in one or two paragraphs.
- 6. Acknowledgment:** Any conflict of interest, financial support, donation, or other editorial and/or technical support (statistical analysis, English/Turkish evaluation) should be stated at the end of the text. Every person who contributed to the article by technical support, writing and proofreading of the article, data collection, and/or analysis but do not meet the criteria to be an author should be mentioned in the acknowledgment section.
- 7. References:** References should include recent publications when possible. Authors are responsible for the correctness of references. Information about writing rules for references can be found in the "References" subsection of the "General Rules" section.

Review Articles

A review evaluates a current topic in detail independently without overemphasizing a particular opinion. As reviews to be published in the Journal are planned by the Editor-in-Chief, authors of any reviews other than those invited should obtain approval of the Editor-in-Chief before submission to the Journal. Reviews should include a title page in Turkish, abstract in Turkish,

keywords in Turkish (minimum 3, maximum five keywords), title in English, abstract in English, and keywords in English. The Abstract of a review should be prepared as a single paragraph and limited to 300 words. There is no need to structure the abstract. Reviews should not exceed 8000 words. Also, the number of references should be less than 100.

Case Report

Case reports should include cases that are rarely seen, unique in diagnosis or treatment, and add new information to the scientific knowledge.

Case reports should include a title in Turkish, abstract in Turkish, keywords in Turkish, title in English, abstract in English, keywords in English, introduction, case, discussion, and references. The introduction and discussion should be concise in case reports, and a single paragraph abstract that does not exceed 300 words should be prepared. A structured abstract is not necessary. Case reports should not exceed 2500 words, and it should not have more than 15 references.

Short Communication

Reports representing a significant contribution in the related field may be concisely documented as a short communication. Short communications should include titles in Turkish and English, abstracts in Turkish and English as single paragraphs, and 2-5 keywords in Turkish and English. There is no need to prepare a structured abstract. The maximum length of a short communication is 1500 words, and tables and a no more than two figures/graphs/pictures should be included. References should be limited to 10.

Letter to the Editor

These letters address issues or exchange views on topics arising from published articles. They should be concise, not exceed 750 words, should not include an abstract, and references should be limited to 5. It is not acceptable to be included a subheading on a letter to the editor manuscript. Short case reports may also be published under this heading.

Images in Clinical Neurology

Under this heading, images of rare neurologic conditions are published. The title should not exceed ten words. The patient's history, physical examination and laboratory findings, clinical course, treatment response if applicable, and the latest condition of the patient should be summarized. The main theme of the manuscript should be the picture. All labeled structures in the image should be defined and explained in the legends. Images in clinical neurology texts should not exceed 500 words and five references. Graphs with high resolution (300 DPI) should be used, and not more than four pictures, figures or graphs should be included. Images in Clinical Neurology should not include subsections.

Perspective

Under this heading unique, creative, and solution-oriented scientific ideas about problems faced by neurologists in Turkey are published. Manuscripts submitted under this topic should be sent as a single text without exceeding 500 words or 5 references.

Meeting Highlights

Under this heading national or international meetings, congresses or symposiums in neurology, neurological sciences, or clinical neurology can be presented. Prominent scientific findings in these meetings should be summarized. Manuscripts submitted under this heading should be sent as a single text without exceeding 500 words. No references should be used in this section.



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INSTRUCTIONS TO THE AUTHORS

Frontiers in Neurology

This section includes comments about articles that have been published in the previous year and believed to be essential for its field. Manuscripts should include at most a figure or a table. These manuscripts are not just translations of the articles. Prominent findings of the article should be summarized, and they should be compared with previous scientific literature. Manuscripts should not include subsections, and three references at the most should be included.

References

- Data and manuscripts that have not yet been published should not be cited as references. These should be stated in the main text as "author(s), unpublished data, year."

- Reference numbers should be given in the text at the end of the sentence in parentheses, and at the end of the manuscript, they should be numbered consecutively in the order in which they are mentioned in the text. Journal names should be abbreviated as listed in "Index Medicus" or "Tübitak/Ulakbim TR Index." References should be written in accordance with following examples:

Journal Articles;

First letters of names and surnames of the authors (If number of authors is less than 6, list all authors. If the number exceeds 6, list first 3 authors followed by et al). Title of article. Abbreviated title of the journal according to Index Medicus (<http://www.ncbi.nlm.nih.gov/sites/entrez/query.fcgi?db=nlmcatalog>). Year of publication; Volume: first-page number-Last page number.

Example: Wertman E, Zilber N, Abramsky O. An association between MS and type 1 diabetes mellitus. *J Neurol* 1992;239:43-45.

Supplement;

First letters of names and surnames of the authors. Manuscript title. Abbreviated title of the journal according to Index Medicus (<http://www.ncbi.nlm.nih.gov/sites/entrez/query.fcgi?db=nlmcatalog>). Year of publication; Volume (supplement number): first-page number-Last page number.

Example: Wasylenski DA. The cost of schizophrenia. *Can J Psychiatry* 1994;39(Suppl 2):65-69.

Book;

First letters of names and surnames of the authors. Book title. Number of edition. City of publication: Publisher, Year of Publication.

Example: Ropper AH, Brown RH. Adams and Victor's Principles of Neurology. 8th ed. New York: McGraw-Hill, 2005.

Book Chapter;

First letters of surnames and names of chapter editors. Chapter title. In: First letters of surnames and names of editors (eds). Book title. Edition number. City of publication: Publisher, Year of Publication. Number of the first page of the chapter- number on the last page.

Example: Pender MP. Multiple sclerosis. In: Pender MP, McCombe PA (eds). *Autoimmune Neurological Diseases*. 3rd ed. Cambridge: Cambridge University Press, 1995:89-154.

Congress presentation;

First letters of surnames and names of the authors (all authors should be written). Manuscript title. In: First letters of surnames and names of the authors (eds). Book title. Name of the meeting; City where the meeting took place, country where the meeting took place. Publisher; Year. Page number.

Example: Bengtsson S, Solheim BG. Enforcement of data protection, privacy, and security in medical informatics. In: Lun KC, Degoulet P, Piemme TE, Reinhoff O (eds). *MEDINFO 92. Proceedings of the 7th World Congress on Medical Informatics*; 1992 Sep 6-10; Geneva, Switzerland. North-Holland; 1992. p. 1561-1565.

Journal published electronically;

First letters of surnames and names of the authors (all authors should be written). Article title. Abbreviation of the Journal according to Index Medicus. Year; Volume(Number). Available from: URL address. Access date: Day.Month. Year.

Example: Morse SS. Factors in the emergence of infectious disease. *Emerg Infect Dis* 1995;1(1). Available from: URL: <http://www.cdc.gov/nci-doc/EID/eid.htm>. Accessed date:25.12.1999.

Website;

The name of the website. Access date. Available from: Address of the Web site. World Health Organization (WHO). Access Date: 9 July 2008. Available from: <http://www.who.int>

Thesis;

First letters of authors surname name. Thesis title. Name of the city: university; year.

Example: Kanpolat Y. Trigeminal Gangliona Deneysel Perkütan Giriş ve Radyofrekans Termik Lezyonun Histopatolojik Değerlendirilmesi (Doçentlik Tezi). Ankara: Ankara Üniversitesi; 1978.

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ETHICS and PEER REVIEW

The Turkish Journal of Neurology is an independent, non-biased, periodical publication that adheres to the double-blind peer review process.

The Publication Policy and Manuscript Writing Rules were prepared in accordance with the Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals (ICMJE Recommendations) (2016, <http://www.icmje.org>).

Submitted manuscripts are first evaluated for their scientific value by the editor. After initial evaluation, regarding to article's topic one of the associate editors is assigned. Then, manuscripts are sent to at least two peer reviewers for evaluation. The Editorial Board may also send the manuscript to another reviewer if necessary. All reviewers are independent national and international experts in the field. After peer-review process, associate editor adds his/her own comments to the peer reviews and send them to the Editor-in-Chief. Editor-in-Chief considers peer-reviewers' and associate editor's comments and commits his/her final decision. The whole evaluation process is aimed to be finished within 3 months. Every submission is also evaluated by the statistics editor.

Dates when the manuscript was received and accepted are stated in the issue the manuscript is published.

The Editor-in-Chief and associate editors have the right to reject, return manuscripts for revision, or revise the format of manuscripts that do not comply with publication rules.

For all complaints and appeals please contact Editorial Office. A complaint will be reviewed by Editor and the action will be taken. Whenever the investigation is completed and the decision will be made, the complainant will be notified upon the decision.

Turkish Journal of Neurology must get informed about the manuscripts which requested to withdraw including the justifications. The decision is made in accordance with the editorial policies.

Ethical Issues

For the experimental, clinical and drug human studies, approval by ethical committee and statement on the adherence of the study protocol to the international agreements (Helsinki Declaration revised 2013 (<https://www.wma.net/policies-post/wma-declaration-of-helsinki-ethical-principles-for-medical-research-involving-human-subjects/>)) are required. In experimental animal studies, the authors should indicate that the procedures followed were in accordance with animal rights (Guide for the care and use of laboratory animals, www.nap.edu/catalog/5140.html) and they should obtain animal ethic committee approval.

All collected data will not be shared with third-party person, organization or any other affiliation. Authors' personal data (excluding corresponding author; it is stated in each article) is protected. Patients' personal data will not be disclosed.

The Ethic Committee approval document should be submitted to the Turkish Journal of Neurology together with the manuscript.

The approval of the ethic committee, statement on the adherence to international guidelines mentioned above and that the patients' informed consent is obtained should be indicated in the 'Material and Method' section and is required for case reports whenever used data/media could reveal identity of the patient. The declaration of the conflict of interest between authors, institutions, acknowledgement of any financial or material support, aid is mandatory for authors submitting manuscript and the statement should appear at the end of manuscript. Reviewers are required to report if any potential conflict of interest exists between reviewer and authors, institutions. All editors are experts in their own fields; therefore, all possible conflicts of interest are prevented. In case of any, Editor-in-Chief will take the action according to COPE Guidelines.

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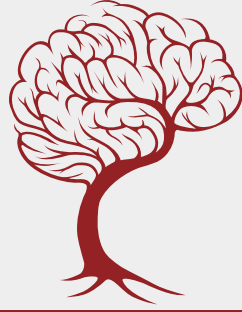
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