

Instructions to Authors

Journal of Research & Health (ISSN: 2423-5717) is a peer-reviewed and open access journal that is published quarterly in English. It is supported technically by *Iranian Health Education & Promotion Association, Iranian Epidemiological Association and Iranian Psychological Association*. The Journal contains refereed original articles, reviews, and debate articles on major themes and innovations from various sectors including **Public Health, Health Education, Health Promotion, Health Economics, Health Psychology and Social Health**.

Article types

1) Original Research Articles: They should be divided into the following sections: abstract, introduction, method, results, discussion, conclusion, acknowledgements, contributions, conflict of interest, and references. Contributions should not exceed 4000 words in length for research papers adopted from quantitative studies. The length of papers which include a qualitative research study can be just extended by a maximum of 5000 words for the main text (excluding the abstract, tables, figures, references, acknowledgements, contributions, and conflicts of interest). The number of references must be kept to a minimum, preferably not exceeding 40, and the tables or figures not to be more than 5 in number.

2) Short Communication: They are short reports of original research articles or the early results of interventions and their structure is like Original Research Articles. However, they do not exceed 2000 words in length and include at most 2 tables and 15 references.

3) Review Articles: They consist of abstract, introduction, method, headings and subheadings (if required), discussion, conclusion, acknowledgements, co-authors' contribution, conflicts of interest, and references. Articles bearing on updated topics conducted by proficient researches are more welcome. Review Articles comprise of 50-70 references, at least 3-5 of which are supporting literature on the same topic. The main text does not exceed 5000 words in length.

4) Systematic Review Articles: They may appear in Meta Analysis or Meta synthesis format, and may lack any statistical analyses. They include the same sections as Original Research articles but their structure is like Review Articles.

5) Case Reports: They must have an abstract with 100 or fewer words, case report, discussion, acknowledgements, and references. The main text should not go beyond 2000 words in length, references not exceeding 10 in number, and figures (tables, graphs and charts: each 2 at the most) totally not exceeding 3 in numbers.

6) Letters to Editor: normally include no abstract, tables, or figures. References are not more than 5 in number and the main text does not include more than 1000 words.

Manuscript Preparation

Submitted manuscripts should be in their final form so that proofs only require the correction of typographical errors. If English is not your first language, please have your manuscript reviewed by a native English speaker or a University English teacher. We regret that any papers showing no evidence of proof-reading before submission will be returned immediately. This is not a mandatory step, but may help to ensure that the academic content of your paper is fully understood by journal editors and reviewers. Language editing does not guarantee that your manuscript will be accepted for publication.

How to submit your manuscript?

First, you will need to log into website: www.JRH.ir. If you know your login details (i.e. you have submitted or reviewed a manuscript on this system previously), use your User ID and Password to log on.

If you do not know your login details, check to see if you are already registered by clicking on the **'Forgot your Password'** button and following the on-screen instructions. If you are not already registered, you can register by clicking on the **"Click here to start the steps"** button on the login screen and following the onscreen instructions.

If you have trouble finding manuscripts or have other problems with your account do not create another account. Instead, please contact the Journal's Editorial Office (jrh@sdhprc.ir).

The cover letter, available at the website, must be enclosed with the articles.

The manuscript should be written on plain A4 paper with proper bordering [margins of 25 mm left at the sides, top, and bottom of each page], in a "B Lotus" 12-point font for Persian and "Times New Roman" 11-point font for

English. The manuscript must be double-spaced and justified throughout. Illustrations (line drawings and photographs) should be submitted in JPEG or GIF format and figures be generated by Excel Software.

All articles should follow the format

A) Title Page: includes Running titles (50 character), Author(s)' name(s), e-mail(s) and institutional affiliation(s) including department, school and or research center, university and or institution; corresponding Author's postal address, e-mail(s), phone and fax number(s).

B) Abstract: which serves as the synopsis of the entire article is a single paragraph of 200-250 words written in English. Abstract should be *unstructured* and include the full title, aim of the study, method and procedures, core findings / results, conclusions, and 3-5 key words by using MeSH list, available at: <http://www.nlm.nih.gov/mesh/MBrowser.html>.

C) Introduction: draws attention to the purpose and rationale of the study and a brief review of the relevant literature. Findings and results should not be referred to here.

D) Method: contains a clear description of the experimental design, sampling procedures, sufficient details of the methods, instruments, analytic processes, the version of software, and statistical analyses which are performed. If the method has been applied somewhere before, the exact reference should be cited; If otherwise, detailed description must be provided.

E) Results: must be written in the text format. Tables, figures and illustrations must be referenced sequentially in the same order as in the text. Repetition of table contents should be avoided. A simple reference such as: "Table 1" will work. Graphs and figures must be created in Persian. Table footnotes should be typed above the tables while legends to figures should be indicated below of them. Tables or figures should not exceed 5 in number.

F) Discussion: includes data analysis, the comparison of the findings with those of other relevant surveys, and the limitations of the study scope. Any hypothesis put forward in the main text must be either accepted or rejected here. Implications for future developments are also proposed in this section.

G) Conclusion: involves clear and precise deductions from the results which should not go further beyond the scope of the study.

H) Acknowledgements: If necessary, gratitude must be expressed towards all people or institutions which have made any financial or technical contributions to data generation and collection.

I) Contributions: Authors' contributions should be cited to the following sections of the study, precisely: Study design; Data collection and analysis; Manuscript preparation.

J) Conflict of interest: The conflict of interest such as fees and gained or lost institutional share holdings upon paper publication must be disclosed to the editor. This will not lead to automatic rejection of the paper but we need to be informed of it. If no conflicts of interest exist, it must be declared in the form of a statement at the end of the paper saying: "The authors declare that they have no competing interests."

K) Funding: All sources of funding for the research reported should be declared. The role of the funding body in the design of the study and collection, analysis, and interpretation of data and in writing the manuscript should be declared.

L) References: References should be numbered upon their first in-text citation, with the number in brackets before the final period. All citations should be typed in numerical order at the end of the manuscript, which, in turn, is based on the Vancouver style developed by the International Committee of Medical Journal Editors in 1978. Persian references must be translated to English and marked as [In Persian] at the end. Abbreviate names of journals should be italicized. Abbreviate names of journals according to the journal's list in PubMed is available at: (<http://www.ncbi.nlm.nih.gov/sites/entrez?ab=PubMed>)

References should include inverted Author(s)' surname(s) and initial(s), with a space preceding initials and a comma separating Authors' names. Avoid using "and" to separate the names.

For articles with 6 authors or less, all names should be mentioned, but for those with more than 6 authors, list the first three and then "et al" for the others. For unknown authors, mention the paper title instead of the author's name.

Please note that authors are responsible for the accuracy and completeness of their references.

Referencing Guidelines

Articles

Author(s)' name(s) / paper title / abbreviated Journal title (in italics) /year/volume (number)/ inclusive page numbers

Sample article citation

1. Moshki M, Ghofranipour F. Iranian version of Form B of the multidimensional health locus of control scales among the youth. *J Clin Nurs* 2011; 20(11): 419-424.

2. Lenhoff S, Hjorth M, Holmberg E, et al. Impact on survival of high-dose therapy with autologous stem cell support in patients younger than 60 years with newly diagnosed multiple myeloma: a population-based study. *Blood* 2000; 95(1):7-11.

Books

Author(s)' name(s) (or the name of the institution in charge) / book title / Volume number (if it's not the first edition) / place of publication / publisher / year of publication

Sample book citation

1. Adams DO, Edelson PJ, Koren HS. Methods for studying mononuclear phagocytes. San Diego, CA: Academic; 2005.
2. Edelman CL, Health promotion throughout the life span. ST Louis: Mosby; 1984.

Chapter-in-Book

Author(s)' name(s) / chapter number / chapter title / book editors / book title / volume number (if it's not the first edition) / place of publication / Publisher / year of Publication / inclusive page numbers

Sample chapter-in-book citation

1. Sallan SE, Weinstein HJ. Childhood acute leukemia. In: Nathan DG, Oski FA, eds. Hematology of infancy and childhood. Vol 2. Philadelphia, PA: Saunders, 1987; pp23-26.
2. Philips SJ, Whisnant. Hypertension and stroke. In: Laragh JH, Brenner BM, eds. Hypertension pathophysiology, diagnosis and management. 2nd ed. New York: Raven press; 1995. PP: 465-78.

Conference paper

Presenter(s)' name(s) / paper title / compiler(s) name(s) / Conference name, date, and place / place of publication / publisher / inclusive Page numbers

Sample conference paper citation

Bengtsson S, Solheim BG. Enforcement of data protection, privacy and security in medical informatics. In: Lun KC, Degoulet P, Piemme TE, Reinhoff O, editors. MEDINFO 92. Proceedings of the 7th world congress on medical informatics; 1992 sep 6-10; Geneva, Switzerland; 1992. Amsterdam: North-Holland; 1992. P: 1561-5.

Sample congress paper citation

1. Mueller MC, Gattermann N, Lahaye T, et al. Dynamics of BCR-ABL mRNA transcript expression in newly diagnosed CML patients treated with imatinib or interferon alpha [abstract]. *Blood* 2002, 100: 365a. Abstract 1413.
2. Eisenberg J. Market forces and physician workforce reform: why they may not work. Paper presented at Annual Meeting of the Association of American Medical Colleges. October 28, 1995. Washington, DC.

Dissertation (Thesis)

Author(s)' name(s) / thesis full title / Author(s)' academic level and major / university / year / number of pages.

Sample dissertation (PhD or Thesi or Masteri) citation

Kaplan SJ. Post-hospital home health care: the elderly access and utilization [dissertation]. St. Louis (Mo): Washington University 1995; PP: 280.

Websites

Composer (s)' name(s) / topic / year (if available) / number of pages / website address / access date

Sample website citation

Hoffman DL. St John's Wort. 1995; [4 screens]. Available at URL: <http://www.healthy.net/library/books/hoffman/materiamedica/stjohns.htm>. Accessed July 16, 1998.

Sample accepted but unpublished paper citation

1. Lenhoff S, Hjorth M, Holmberg E, et al. Impact on survival of high - dose therapy with autologous stem cell support in patients younger than 60 years with newly diagnosed multiple myeloma: a population -based study. *Blood*. In press.
2. Leshner AL. Molecular mechanisms of cocaine addiction. *N Engl J Med*. In press.

Sample e-journal paper citation

Morse SS. Factors in the emergence of infectious disease. *Emerg Infect Dis* [serial online]. 1995 Jan –Mar [cited at 1996]

Sample computer file citation

Hemodynamic III. The ups and downs of hemodynamics [computer programme]. Version 2.2. Orlando (FL): Computerized Educational Systems 1993.

Final Confirmation

To avoid typographical errors, the article is returned to the corresponding author to be proof-read before the final submission.

Abbreviations

Conventional abbreviations should be used instead of full words. Define the abbreviated forms fully in their first in-text application. Avoid using abbreviated words in the title or abstract.

Moralities

Moralities need to be explained in the method section. It must be noted that the study was conducted with the common consent of all participants. The supporting institution of the study must also be mentioned.

Publication Expenses

Authors are not charged for their paper publication.

Peer Review Process

Manuscripts are checked prior to publication to ensure conformity with the style guidelines of the journal. If rejected, they will be returned without review to the corresponding author.

Once accepted by editor-in-chief or the editorial board, the paper will be refereed by three acknowledged expert authorities (reviewers) in the field.

Editorial board members will then determine whether a manuscript can be published, need revision / modification or should be rejected. Whatever the final verdict, the editorial office will let the corresponding author know as soon as possible.

Paper Retention

All manuscripts will be retained in the Journal Office but even unaccepted papers will not be returned to the authors. The editorial office reserves the privilege of accepting, rejecting, revision, or edition of the manuscript to conform to the stylistic conventions established for the Journal.

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