# Author guideline

## Aims and Scope

Welcome to IPA, an open-access peer-reviewed journal, published continuously. Our aim is to provide an opportunity for scientific (academic) people to share their knowledge • Brief Communication and Method report with others.

We invite several categories of articles mentioned in section policies to be submitted all aspects of pharmaceutical sciences, e.g., Pharmacology, Pharmaceutics, Toxicology, Pharmacognosy, Pharmaceutical chemistry, Nanotechnology, Clinical pharmacy, Biotechnology, Pharmaco-economy and Management, Nuclear Pharmacy, Pharmacy community, and ethics, ....

### Instruction for Manuscript Preparation

Our journal publishes several categories of articles, in brief included:

- Original Research article
- Review article
- Case report
- Different types of Clinical Research article such as Clinical Trial (Randomized controlled trial and Non-randomized trial), Observational cohort study, Case control study and Cross sectional study
- Systematic Review and Meta Analysis
- Letter to Editor
- Editorial
- Commentaries

Each article category is detailed in types of Articles

First, please notice the general principle of the format for the different kinds of manuscripts in the following figure. Ideally, a manuscript should be prepared as 10 standalone separate files mentioned in Section 1; however, each article type follows a specific difference in format, as detailed in Section 2. There is a link to download each article type template by clicking on it; you can copy and paste the content of your manuscript in the template as a word file. A manuscript Checklist is also presented to report the essential elements of all types of manuscripts before the submission.

Please note that these instructions have been extracted from the "Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals," (access www.icmje.org/recommendations/) and AMA Manual of Style (10th ed).

### Section 1: The general principle for preparing all categories of articles:

#### **Units of Measurement**

Measurements should be reported in the International System of units (SI). In some cases, SI units are not universally used, so we request that authors add alternative or non-SI units followed by the SI unit in parentheses.

The temperature should be in degrees Celsius. Blood pressures should be in the millimeters of mercurv.

## **Conflict of Interest**

All authors must make a formal statement indicating any potential conflict of interest (such as declaring any supporting source with explanations of the role of those sources) that constitute an embarrassment to any of the authors if it were not to be declared and were to emerge after publication. So state the potential conflict of interest(s) in your own word in the cover letter. If none of the authors has a conflict of interest, then the following should be stated in the Cover Letter: 'conflict of interest: none declared or nil.'

## **Cell Lines**

Authors must declare what lines were used. Describing sources of cell lines indicates their origin and allows for the research to be reproduced.

## File formats and style

Please arrange your manuscript as 9 standalone separate single wordprocessing files (double-spaced in an A4-sized document) plus Figure/Illustrations file in the following order:

- 1- Title page
- 2- Cover letter
- 3- Abstract
- 4- Blinded Manuscript text
- 5- References
- 6- Acknowledgements/ Conflict of Interest /Sources of support and fundings declaration
- 7- Supporting Information (if any).
- 8- Tables and Table Titles
- 9- Figure Legends
- 10- Figure/Illustrations (not embedded in word processing programs)
- For all article types, use Times New Roman 12 font size, double spaced throughout, and leave right margins unjustified (ragged).

- The first sentence at the beginning of each paragraph should be indented (0.5).
- Line spacing of all texts should be 1.5.
- The titles and subtitles (except for Abstract, Acknowledgments, and References) should be numbered like the following examples:
- 1. Introduction
- 2. Materials and Methods
- 2.1. Subtitle
- 2.2. Subtitle
- 2.2.1
- 3. Results and Discussion
- The titles in the main text and abstract should be written in bold, not italic, 12pt Times New Roman fonts, and subtitles should be written in not bold, italic 12pt Times New Roman fonts.

Language: Our journal can only accept manuscripts written in English. Authors are advised to write clearly and simply.

## Abbreviations and Symbols

Do not use abbreviations unless absolutely necessary for example to abbreviate long names of chemical substances or names of tests that are better known by their abbreviations than by the full name. Use only standard abbreviations. Avoid abbreviations in the title of the manuscript and the Abstract. Spell out all abbreviations at first use in the text followed by the abbreviation in parentheses unless the abbreviation is a standard unit of measurement. Use abbreviations in figures and tables to save space. Explain all abbreviations used in the figure legend or table footnote

#### **Statistics**

The description of each experiment should include the number of samples, the number of independent or replicate experiments, a description of the error bars, the statistical test applied, and the level of significance used for hypothesis testing. This information should be provided in the Figure Legend, or in the text for data not illustrated in a figure.

## Links to websites

It may be included in manuscripts, but these links must terminate on a permanent data repository. For links to databases that are not permanent repositories, please cite the date of access. Links to the private author's web pages/sites are not permitted.

## **Drugs and Devices**

Use a generic drug name (or generic name followed by a trade name in parentheses). Include the manufacturer and their location (city and country) for drugs and devices.

#### **Drug Target Nomenclature**

Provide all abbreviations used for Drug Targets (such as receptors, ion channels, etc.) in the manuscript followed by the nomenclature corresponding (where this is available) recommended the IUPHAR/BPS guide for PHARMACOLOGY (perform a http://www.guidetopharmacology. org/), e.g. M1R, M1 receptor; CB1R, CB1 receptor.

Delete the text in green color and replace it with your own text, if any.

**1-Title page** (The following items are required on the title page)

**Manuscript title:** Each word in the title should start with a capital letter except for the conjunctions, articles, and prepositions. The font of the title should be <u>Times New Roman</u>, 14 pt, bold and not italic. Titles should be concise, specific, and informative and should contain the key points of the work, and questions and declarative sentences should be avoided.

Running title: a short version of the title (up to 40 characters including spaces) in Title format and font.

**Authors:** List authors in the order in which they are to appear in the byline of the article (font: Times New Roman, 12 pt, not bold, not italic) (First name Middle name Last name).

Authors should be identified by superscripts and corresponded to the related affiliation. Additionally, put an asterisk in front of the name of the corresponding author. For example: Guobao Wei<sup>a</sup>, Peter X. Ma <sup>b, c,\*</sup>

**Authors' Affiliations:** The font of authors' affiliations should be Times New Roman, 12 pt, italic, not bold. For example:

- <sup>a</sup> Department of Biomedical Engineering, University of Michigan, Ann Arbor, MI 48109-2009, USA.
- <sup>b</sup> Department of Biologic and Materials Sciences, University of Michigan, Ann Arbor, MI 48109-1078, USA.
- <sup>c</sup> Macromolecular Science and Engineering Center, University of Michigan, Ann Arbor, MI 48109-1055, USA
- \*Corresponding author: First name Middle name Last name; Academic degree; Affiliation

Tel:

Fax:

Email:

Mailing address:

The corresponding author is the one individual of the authorship group who takes primary responsibility for communication with the IPA during the manuscript submission, peer review, and publication process, and typically ensures that requirements requested by the journal are met, such as providing ethics committee approval, gathering conflict of interest forms and statements...are properly completed. Also, the corresponding author should be available after publication to respond to critiques of the work and cooperate with any requests from the journal for data or additional information and questions about the paper arise after publication.

For example:

\*Corresponding author: Peter X. Ma; PhD; Department of Biologic and Materials Sciences, University of Michigan, Ann Arbor, MI 48109-1078, USA; Macromolecular Science and Engineering Center, University of Michigan, Ann Arbor, MI 48109-1055, USA

Tel +1-734-764-2209 Fax +1-734-647-2110 E-mail: mapx@umich.edu Mailing address:

#### 3-Abstract

Article type: Original Research Articles

Introduction:
Methods:
Results:
Conclusions:
Fundings:
Keywords:

## 3-Abstract

**Article type: Review Article** 

Unstructured

**Fundings**:

**Keywords:** 

3-Abstract

**Article type: Commentaries** 

**Introduction:** 

**Criticism & Discussion:** 

**Conclusion:** 

**Fundings**:

**Keywords:** 

#### 3-Abstract

Article type: Brief Communication and Method

Reports

**Brief Introduction:** 

**Brief Methodology:** 

**Conclusions:** 

Abstract should not exceed 250 words

**Fundings**:

**Keywords:** 

## 3-Abstract

Article type: Systematic reviews and meta-analysis

**Introduction:** including background, objectives and data sources

**Methods and Results:** including study eligibility criteria, participants, interventions, study appraisal and synthesis methods; results; limitations

**Conclusion:** including conclusions and implications of key findings

Systematic review registration number:

**Fundings**:

**Keywords:** 

Based on **PRISMA** Guidelines

#### 2-Cover Letter

Cover letters for different kinds of manuscripts are subjected at the beginning of their templates.

The cover letter should include the following information:

- Manuscript title
- Co-Authors' name
- Importance of the manuscript
- Copyright transfer information
- Conflict of interest

#### 3-Abstract

Each article type follows a specific difference in the Abstract format.

• <u>Structured Abstracts</u>: It should be generally structured into the subsections for different article types detailed in the shapes below. The title of each subsection should be written in bold, not italic, 12 pt Times New Roman font on a separate line at the beginning of that line.

If a required subsection does not apply, please write "not applicable"

• <u>Unstructured Abstracts</u>: For the Review article, include an unstructured abstract.

**Fundings**: Funding sources should be listed separately after the Abstract to facilitate proper display and indexing for search retrieval by MEDLINE.

**Keywords:** 3 to 10 keywords or phrases that the author believes are representative of the main content of the article. It is recommended to select terms from the medical subject headings list of <a href="nlm.nih.gov/mesh">nlm.nih.gov/mesh</a> (MeSH terms) but they can be of the authors' own choice.

#### 3-Abstract

Article type: Case report

**Introduction:** 

**Case report:** 

**Discussion & Conclusion:** 

**Fundings:** 

Keywords:

### 3-Abstract

Article type: Clinical Research Article

**Introduction:** 

Methods:

**Results:** 

**Conclusions:** 

Fundings:

**Keywords:** 

For more details refer to the relevant reporting guidelines of each specific clinical study designs, such as **CONSORT** for randomized controlled trials, **TREND** for non-randomized trials, **STROBE** for descriptive or observational studies and other specialized guidelines as appropriate.

4- Manuscript Main File: (with NO details of authors) each article type follows a specific difference in format (titles in bold, not italic, 12 pt

Times New Roman fonts and subtitles in not bold, italic 12pt Times New Roman fonts)

#### 4-Manuscript Text

**Article type: Original Research Articles** 

1. Introduction This section should provide a background and rationale of the article with regard to current knowledge, included a summary of the literature to indicate why this study was necessary, and how and why the study purpose or hypothesis was developed. The section should end with a brief statement of what is being reported in the article. This section can be divided into headed subsections.

1.1. Subtitle 1.2. Subtitle

Reference numbers in the text should be inserted immediately after punctuation (with no word spacing). Where more than one reference is cited, these should be separated by a comma, for example: [2,3,4]

For sequences of consecutive numbers, give the first and last number of the sequence separated by a hyphen, for example: [5-7]

#### 2. Materials and Methods

This section should be clear on how and why a study was done in a particular way. Each method must be briefly described and appropriately referenced in the main article <u>and dates and duration of the study should be stated</u>, as well as <u>mention of institutional review board or ethics committee approval.</u> Protocols of new or not well known methodologies should be provided in detail. Statistical methods and employed specific computer programs should also be mentioned with reference to the full address and version of the software used. To reduce a lengthy "Materials and Methods" section, experimental details may be included in the Supporting Information file.

This section can be divided into headed subsections.

2.1. Subtitle

2.1. Subtitle

#### 3. Results and Discussion

Present your results in a <u>logical sequence</u> in the <u>text</u>, <u>tables</u>, and <u>figures</u>. <u>Do not repeat all the data in the tables or figures in the text</u>. The results reported in the manuscript should be specific and relevant to the research purpose or hypothesis. Give <u>numeric results</u> not only as <u>derivatives</u> (<u>for example, percentages</u>) but also as the <u>absolute numbers</u> from which the <u>derivatives</u> were calculated, and specify the <u>statistical significance</u> attached to them, if any. Use <u>graphs</u> as an alternative to tables with many entries; <u>do not duplicate data</u> in graphs and tables. The section can be divided into headed subsections.

Also, this section should be a critical consideration and examination of the study . The study purpose or hypothesis should be addressed in this section, and the results should be compared and interpreted with regard to the findings of other studies.

The study's limitations and the generalizability of the results should be discussed, as well as mention of unexpected findings with suggested explanations.

If necessary, this section can be divided into headed subsections.

#### 4. Conclusions

This section should be a clear, concise conclusion that does not go beyond the findings of the study, and the type of future studies needed, if appropriate, should be mentioned.

List of abbreviations used (if any)

#### **4-Manuscript Text**

**Article type: Clinical Research Article** 

For each specific clinical study, designs refer to the relevant reporting guidelines such as **CONSORT** for randomized controlled trials, **TREND** for non-randomized trials, and **STROBE** for descriptive or observational studies. Please include the elements suggested by the checklist of relevant reporting guidelines.

#### 1.Introduction

# 2.Methods

Please indicate which guideline you have referred to. For all **clinical trial** submissions, registration details and details of prior approval for human subjects research by an institutional review board (IRB) or equivalent ethics committee(s) must be reported in this section.

Experimental methods must be referenced or described in sufficient detailto permit the experiments to be repeated by others. Detailed descriptions of experimental methods should be placed in the experimental procedures section. Data may be presented as numerical expressions in tables or in graphical form with no duplication of information in the text. If tables or figures include a minimal number of experimental values (< four), the data should be presented in the text. Units should be abbreviated without punctuation and with no distinction between singularand plural forms (e.g., 1 mg, 25 mg). If possible, statistical significance of the experimental datashould be provided. Statistical probability (p) in tables, figures, figure legends and text shouldbe expressed as \* p < 0.05, \*\* p < 0.01, and \*\*\* p < 0.001. For multiple comparisons within atable, footnotes italicized in lower case, superscript letters should be used and defined in the tablelegend. References to statistical methods of calculation should be provided. If statistical limits cannot be provided, the number of determinations and some indication of the variability and reliability of the results should be provided. For animal experimental data, doses and concentrations should be expressed as molar quantities (e.g., mmol/kg, mM) when comparisons are made between compoundshaving large differences in molecular weights. The routes of administration of test compounds andvehicles used should be indicated. For animal and human studies, authors must specify the committee and the institution that approved the experimental protocols used to generate these data.

#### 3.Results

#### 4.Discussion and Conclusions

Registration number and name of trial registry:

List of abbreviations used (if any)

#### 4-Manuscript Text

Article type: Brief Communication and Method Reports

- 1. Brief Introduction
- 2. Brief Methodology
- 3. Result & Discussion
- 4. Conclusion

<u>List of abbreviations used</u> (if any)

## 4-Manuscript Text

Article type: Review
Articles

should be divided into the following sections:

Introduction, various subsections, and conclusion.
List of abbreviations used (if any)

#### 4-Manuscript Text

**Article type: Case Report** 

#### 1. Introduction

This section should include usual background of this case such as usual disorder presentation and management, common drug use and any previously side effects. In the following explain the extraordinary aspect of this case makes it important to be reported. It should also include a short literature review.

#### 2.Case Report

Please state that patient permission for identifiable patient description and photographs to publish was granted from the patients or their guardians.

- **2.1.** Case presentation this section should present briefly relevant information to the patient such as patient's age, sex, ethnic background, medical history, signs and symptoms and any tests were done.
- **2.2.** Case management Describe any treatment or intervention was carried out.

#### 3. Discussion

(Optional section) insert additional information in the context of the case which is not mentioned in case report section

#### 4. Conclusion

Please explain how it will significantly progress our knowledge of a particular disease etiology or drug mechanism.

List of abbreviations used (if any)

#### 4-Manuscript Text

Article type: Systematic reviews and meta-analysis
Based on PRISMA Guidelines

All sections can be divided into headed subsections. Please include the elements suggested by the PRISMA checklist.

## 1.Introduction

Including Rationale and Objectives

#### 2. Methods

Including protocol and registration, eligibility criteria, information sources, search, study selection, data collection process, data items, risk of bias in individual studies, summary measures, synthesis of results, risk of bias across studies, and additional analyses

#### 3. Results

Study selection, study characteristics, risk of bias within studies, results of individual studies, synthesis of results, risk of bias across studies, and the additional analysis should be addressed.

#### 4. Discussion and Conclusions

Including a summary of evidence, limitations, and conclusions.

<u>List of abbreviations used</u> (if any)

## 4-Manuscript Text

**Article type: Commentaries** 

- 1.Introduction& Question
- 2. Criticism & Discussion
- 3. Conclusion

List of abbreviations used (if any)

# 5-Acknowledgements / Conflict of Interest /Sources of support and funding's declaration

**Acknowledgments**: This section should describe all relevant contributions of people who have contributed to the work but met fewer than 4 authorship criteria based on ICMJE recommendation and are not a co-author on the manuscript.

**Conflict of Interest:** Conflict of interest information for each author needs to be part of this section

Sources of support and funding's declaration: All financial and material support for the research, including grants, equipment, drugs, and/or other support that facilitated the conduct of the work, should be listed. If the work had no specific funding, this should be explicitly stated.

**Ethics:** For a manuscript involving human and animal data, the Ethics Code by the institute of ethics committee should be presented.

**Author's ORCIDs** 

#### 6- Supporting information

• This section contains that information that would help the editors or reviewers for a better understanding of the work such as research protocol details and will undergo peer review with the rest of the manuscript but will not be copyedited or changed from its original format. If it is previously published, it must be submitted with the necessary permissions.

For all Clinical Research Article and Systematic reviews and meta-analysis submissions, authors must include the following:

- Ticked checklist relevant to the research design they have used, e.g., CONSORT checklist (uploaded as supporting information)
- Trial protocol (uploaded as supporting information)
- A blank sample copy of any forms used in the trial.

# **5-References General Considerations**

- Authors are responsible for the accuracy and completeness of their references and for the correct text citation
- Reference to a paper accepted but not yet published can be listed as "In press" or "Forthcoming". Information from manuscripts submitted but not accepted should be cited in the text as "unpublished observations" with written permission from the source.

### **Style and Format**

Cite references in the text, tables, or figure legends in brackets consecutively in the order that appeared for first time in the manuscript manually. Reference numbers in the text should be inserted immediately after punctuation (with no word spacing).

Where more than one reference is cited, these should be separated by a comma, for example: [2,3,4]

For sequences of consecutive numbers, give the first and last number of the sequence separated by a hyphen, for example: [5-7]

References should follow the <u>instructions</u> offered by The NLM Style Guide for Authors, Editors, and Publishers and you can find sample references in webpage <a href="http://www.nlm.nih.gov/bsd/uniform\_requirements.html">http://www.nlm.nih.gov/bsd/uniform\_requirements.html</a>.

Details are in <u>Citing Medicine</u> (at <a href="http://www.nlm.nih.gov/citingmedicine">http://www.nlm.nih.gov/citingmedicine</a>). Style files are available for use with bibliographic management software <a href="https://enables.com/EndNotestyle file">EndNote style file</a>.

#### 5-References

- List references double spaced in a separate reference file.
- Provide names of all authors in a reference.
- The titles of journals should be abbreviated according to the style used for MEDLINE (<a href="www.ncbi.nlm.nih.gov/nlmcatalog/journals">www.ncbi.nlm.nih.gov/nlmcatalog/journals</a>) and should be in italicsand page numbers should be fully written out.
- •Style files are available for use with bibliographic management software EndNote style file. Examples of Citations:

Article Title
Standard journal article

1.Halpern SD, Ubel PA, Caplan AL. Solid-organ transplantation in HIV-infected patients. *N Engl J Med.* 2002 Jul 25; 347(4):284-7.

Journal Title Date of Publication Volume Issue Location (Pagination

2. Trachtenberg F, Maserejian NN, Soncini JA, Hayes C, Tavares M. Does fluoride in compomers prevent future caries in children? *J Dent Res.* 2009 Mar;88(3):276-9. PubMed PMID: 19329464. ClinicalTrials.gov registration number: NCT00065988.

Article not in English

3. Ellingsen AE, Wilhelmsen I. Sykdomsangst blant medisin- og jusstudenter. *Tidsskr Nor Laegeforen.* 2002;122(8):785-7. Norwegian.

Books
4. Belitz HD, Grosch W, Schieberle P. Food chemistry. 3rd rev. ed. Burghagen MM, translator. Berlin: Springer; 2004. 1070 p.

Secondary Author

Place of Publisher Date of Publication

Publication

Dissertations and Theses

5. Kempner JL. Aching heads, making medicine: gender and legitimacy in headache [dissertation]. [Philadelphia]: University of Pennsylvania; 2004. 271 p.

Authors

Book type

Place of Publication

Publisher

Date

Total number of

Article Title

pages

Journals on the Internet

6. Kaul S. Diamond GA. Good enough: a primer on the

6. Kaul S, Diamond GA. Good enough: a primer on the analysis and interpretation of noninferiority trials. Ann Intrrn Med [Internet]. 2006 Jul 4 [cited 2007 Jan 4];145(1):62-9. Available from:

| Journal Title | Type of Medium | Medium | Date of Medium | Publication | Date of Medium | Date of Me

Authors Date of Volume Issue Availability
Citation Number Number Location

Patents Inventors Assignee

7. Myers K, Nguyen C, inventors; 3F Therapeutics, Inc., assignee. Prosthetic heart valve. United State patent US 6,911,043. 2005 Jun 28.

Title Patent Country Document Country Patent Date Issued Type Code Number

Forthcoming ("in press")

8. Polley DB, Cobos I, Merzenich MM, Rubenstein JL. Severe hearing loss in Dlx 1 mutant mice. Hear Res. Forthcoming 2006.

Article Title

Journal Title

Note

Databases/Retrieval Systems on the Internet

9. Hooper JF. Psychiatry & the Law: Forensic Psychiatric Resource Page [Internet]. Tuscaloosa (AL): University of Alabama, Department of Psychiatry and Neurology; 1999 Jan 1 [updated 2006 Jul 8; cited 2007 Feb 23]. Available from http://bama.ua.edu/.

Place of Publisher Date of Date of Citation

Type of Medium

Publisher Date of Citation

Availability

Update/Revision

Date of Publication

Referencing format is based on the Vancouver Style.

#### 8- Tables and Table Legends (captions)

Tables and their titles and legends should be submitted as a separate single word-processing file in the following order:

- Each table should be presented on a separate page in double-space word table format. Number tables consecutively with Arabic numerals, e.g., Table 1. (In bold, not italic, 12 pt Times New Roman font). The table number should be followed by a brief descriptive title at the top of the table in bold 12 pt Times New Roman text. In the following insert table legend if any, not bold, not italic, 12 pt Times New Roman font
- Do not embed tables as graphic files.
- If a table exceeds one manuscript page, include table number, "continued," and table subheadings on each page.
- Define all abbreviations and symbols used in the table in footnotes to the table (immediately below the table).
- Obtain written permission to reproduce previously published tabular material. Credits for the reproduced work are included as a footnote to the table and must include author(s), title, either publisher and city (and country) or periodical name, volume, page, and year. Signed permission forms must be sent to the IPA Editorial Office upon submissions.
- Any necessary explanations such as the nature of values should be noted in a Footnote to the table.
- Use superscript letters (not symbols), and asterisks (\*) for significance.
- Each column should have a heading and the units of measurement should be given in parentheses in the heading.

For example:

Table 2. The table number should be followed by a brief descriptive title at the top of table in bold text: In the following insert table legend if any.

Object	Heading A (units of measurement)	Heading B	Heading C*	Heading D**
A	43	-	92 <sup>a</sup>	105
В	42	75	-	101
C	51	64	84	99
D	-	43		56
E	-	74	-	112
F	35	72	-	-

If a table exceeds one manuscript page, include table number, "continued," and table subheadings on each page.

1 Cont

Table 1. Cont.

Object	Heading A (units of measurement)	Heading B	Heading C*	Heading D**
G	56	-	92 <sup>a</sup>	105
H	32	75	-	101
I	65	64	84	99

Abbreviations:

\*\* a

# 9-Figures and Illustrations

- <u>Do not embed figures in word processing programs</u> (e.g., Microsoft Word). Figures should be uploaded upon submission via our <u>online submission system</u>, in one of our preferred formats, if possible.
- Figures and line art should be provided only as TIFF, BMP, JPEG, GIF, PNG, EPS, PSD or Post Script preferably from Photoshop or Illustrator software. The best formats are TIFF and JPEG.
- •Electronically submitted figures should be of high resolution:
  - ✓ Color, 300 d.p.i. minimum; we prefer RGB for optimal rendering online, and, if possible, recommend that authors use sRGB IEC61966-2.1 when preparing files
  - ✓ Grayscale, 600 d.p.i. minimum for blots and black & white photographs
  - ✓ Line art, 1200 d.p.i. minimum for graphs and illustrations
- •Histograms should be presented in a simple, two-dimensional format, with no background grid.
- Call out all figures in the text. Number all figures sequentially in the order cited in the text. e.g. **Figure 1**. Figures with multiple parts should be labeled and referred to as (a), (b), (c), etc. Authors should prepare their figures for either one column width (80 mm) or the entire page width (170 mm). The maximum height is 110 mm.
- •Any lettering in the figures should be large enough to stand photographic reduction and use 9-pt to 12-pt Helvetica or Arial font for them.
- Mask any patient identification in photographs; otherwise, a signed permission statement is required for identifiable patients.
- Figures should be on a white background. Do not use overall background shading in figures. Do not use gray-shaded bars in graphs—use bars with solid, open, or hatched fill.
- *IPA* reserves the right to resize and/or crop figures to fit the journal's format where appropriate. Authors will see a proof of figures.
- For the systematic reviews CONSORT flow diagram should be uploaded as Figure 1.

#### 10- Figures Legends

Figure double-spaced legends should be submitted as a separate word-processing file. The figure legends should include the figure number, a brief title for the whole figure in bold 12 pt Times New Roman font, and a brief description of the figure not in bold 12 pt Times New Roman font. Figures with multiple parts should be labeled and referred to as (a), (b), (c), etc. For example:

**Figure 2**. **Histological features** The normal histological features of NS or simvastatin 4mg/kg + cisplatin isolated kidneys. (a) magnification: 100 x. (b) magnification: 250 x.

• Obtain <u>written permission to reproduce</u> <u>previously published figures</u>. Credits for the reproduced work are included in the figure legend, and must include the author(s), title, either publisher and city (and country) or periodical name, volume, page, and year. Signed permission forms must be sent to the *IPA* Editorial Office upon submission.

# Criteria for publication of the prepared manuscript

## The originality of the manuscript& Plagiarism Checking

The manuscript submitted for publication must be original, previously unpublished, and not accepted for publication (in press) in any format and/or language partially or totally, other than as short abstracts, and no part of the manuscript must be under consideration for publication elsewhere in any languages until a final decision is made by IPA on the acceptance or the rejection.

Manuscripts submitted to the journal will be checked for originality by an experienced Plagiarism Committee and using anti-plagiarism software. Plagiarism is defined by the World Association of Medical Editors as the appropriation of the language, ideas or thoughts of another without crediting their true source and representation of them as one's own original work.

The authors are responsible for the validity, integrity, and completeness of the data without any fabrication or fraud and the precision and accuracy of the data analysis.

# **Permissions and Ethics**

This journal is following the rules of **Committee on Publication Ethics (COPE)** and **ICMJE** principles.

**Permissions of reproduction of another source:** The manuscript must not infringe any personal and proprietary rights of others. Information or items such as figures, tables, or parts of the text reproduced from another source must be properly cited. The copyright holder's permission for previously published or copyrighted items, and the provider's permission for items that are uncopyrighted or unpublished must have been obtained prior to submission, and signed permission statements from the copyright holder or provider must be sent to the IPA Editorial Office upon manuscript submission. The corresponding author is responsible for obtaining these written permissions.

**Ethic principles in Humans and Animals Experience:** Human experiences must be performed in conformity with ethical principles involved in WMA Declaration of Helsinki - Ethical Principles for Medical Research Involving Human Subjects (<a href="http://www.wma.net/en/30publications/10policies/b3/">http://www.wma.net/en/30publications/10policies/b3/</a>) or with similar principles in affiliated organization, and they must get the approval of the institutional ethics review board or Research Ethics committee of their affiliated organization before the beginning the study.

Animal experiences must follow WMA Statement on Animal Use in Biomedical Research (<a href="http://www.wma.net/en/30publications/10policies/a18/">http://www.wma.net/en/30publications/10policies/a18/</a>) or ICLAS – Ethics and Animal Welfare Committee- Ethical Guideline for Researchers (<a href="http://iclas.org/committees/ethics-and-animal-welfare-committee">http://iclas.org/committees/ethics-and-animal-welfare-committee</a>) and the approval of Animal Experiments Ethics committee of their affiliated organization must be granted before the beginning of the study.

So, for the manuscripts involving human or animal data, the approval letter granted by the institutional ethics committee must be accompanied by other publication requirements after getting acceptance of publication.

**Author and Non-Author Contribution:** All authors must meet all four criteria for authorship listed below (based on ICMJE recommendation):

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# **Editorial process**

The overview of the journal's manuscript decision process includes:

- > submission.
- > editorial decision on whether the paper should be reviewed,
- > peer review,
- > decisions after review.
- revision.
- > final submission and final decision.

