

JEMDSA

Journal of Endocrinology, Metabolism and Diabetes of South Africa

JEMDSA representation

The Journal of Endocrinology, Metabolism and Diabetes of South Africa (JEMDSA) is the official journal of **SEMDSA** (Society for Endocrinology, Metabolism and Diabetes of SA), **DESSA** (Diabetes Education Society of SA), **NOFSA** (National Osteoporosis Foundation of SA), **SASOM** (SA Society of Obesity and Metabolism), **LASSA** (Lipid and Atherosclerosis Society of SA) and **PAEDS-SA** (The Paediatric Endocrinology Society of SA).

SEMDSA has for many years strived to be an umbrella organisation for affiliated South African professional societies with a focus and scope in advancing research and education in the fields of endocrinology, metabolism and diabetes.

Vision of the journal

JEMDSA aims to publish world-class scholarly work in endocrinology, metabolism and diabetes. The journal is accredited by the National Department of Education for the measurement of research output of public higher education institutions and earns research subsidies for South African academic departments.

Through stringent peer review, the journal also aims to make a regional contribution to the international knowledge base of endocrinology, metabolism and diabetes and hopes to also offer other African countries the opportunity to make a world-class African contribution.

Through strategic indexing and compliance with larger databases of world-class medical research, JEMDSA aims to eventually be indexed in larger indexes such as Index Copernicus, Biosis, EMBASE, Medline and ISI.

The journal further aims to provide a platform for clinical reviews and debate on practical and controversial issues in endocrinology, metabolism and diabetes. The journal aims to be instrumental in publishing and revising therapeutic protocols and national guidelines. Reviews will also be invited to address pertinent clinical and therapeutic issues for its practising readership.

The print run of the journal is 2 000 and comprises the members of the various societies, namely general physicians, endocrinologists, diabetologists, diabetes nurse educators, lipidologists, bariatricians, paediatricians, gynaecologists (specialising in osteoporosis and infertility) and general practitioners with a special interest in endocrinology, metabolism and diabetes.

The Journal supports the mission of the societies and will assist them with all aspects of communication, training, advocacy and by supporting and stimulating local research.

Editorial and review policy

The Editors and Editorial Board will manage the Journal. The Editorial Board consists of various associate editors who will act as section editors for a specific subject area, as well as regular members who will assist the associate editors in their work. All original research will be sent to the various section editors by the Editor-in-Chief. The section editor, who manages the

peer-review process, will evaluate all original research and review papers before they are subjected to further peer review by two independent, expert reviewers. The section editors and Editor-in-Chief will jointly make final decisions based on the review outcomes. The section editors are also responsible to ensure that review articles adequately reflect current research and trends in the specific field. Section editors will network with national and international experts in a subject area to ensure that top reviewers and authors contribute to the journal.

Copyright policy

Material submitted for publication in the Journal of Endocrinology, Metabolism and Diabetes of South Africa (JEMDSA) is accepted provided it has not been published elsewhere. JEMDSA reserves copyright of the material published. Neither JEMDSA nor the Publisher may be held responsible for statements made by the authors.

Ethical and legal considerations

The Journal supports the 'National Code of Best Practice in Editorial Discretion and Peer Review for South African Scholarly Journals' available online at www.assaf.org.za. Special attention will be devoted to conflict of interest, patient's right to privacy and approval of research protocols by a suitable ethics review board.

Authorship

All named authors must give consent to publication. Authorship should be based only on substantial contribution to:

1. Conception and design of the research protocol and analysis and interpretation of data.
2. Drafting of the article or revising it critically for important intellectual content.
3. Final approval of the version to be published.

All three of these conditions must be met (Uniform requirements for manuscripts submitted to biomedical journals; www.icmje.org/index.html).

Authors must declare all sources of support for the research and any association with the product or subject that may constitute conflict of interest.

Protection of patient's rights to privacy

Identifying information should not be published in written descriptions, photographs, and pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) gives informed written consent for publication. Informed consent for this purpose requires that the patient be shown the manuscript to be published. (www.icmje.org)

Ethnic Classification

Work that is based on or contains reference to ethnic classification must indicate the rationale for this.

Manuscript categories

Manuscripts submitted to JEMDSA must be in the form of Original Research, Scientific letters, Clinical Review Articles, Critical appraisals of Clinical Trials (CATs), Protocols for Debate, Brief Reports, Case Reports, Correspondence, Clinical Quiz, Opinion or Forum Papers and Editorials. The Journal will consider the publication of National Guidelines, Conference Proceedings, Supplements, Press Releases and Book Reviews.

Original articles: Scholarly work in endocrinology, metabolism and diabetes will be accepted for further review. Authors are advised to also consult the various sections for which associate editors have been appointed. Papers in basic science are also accepted and encouraged. Papers in these categories must include a structured abstract (Background, Methods, Result and Conclusion) of not more than 250 words (Medline requirement). Abstracts that are longer than 200 words will be truncated by most international indexes and will not be accepted. Original research papers must be 3 500 words or less (excluding references), with up to 6 tables or illustrations. References should preferably be limited to no more than 25.

Short reports or scientific letters: These include case reports, commentary and critical appraisals of clinical trials, side effects of drugs and brief or negative research findings. The contribution must fit onto one page and may be 800 words in length if it contains no images, or 600 words if it includes one small table or illustration. References must be limited to no more than six.

Editorials, Opinions, Issues in Medicine, etc. should be about 800 words and are welcome, but unless invited, will be subjected to the JEMDSA peer review process.

Review articles are encouraged but are mostly invited. All review papers will be peer reviewed. All review articles must include a 250 word abstract and be less than 3 500 words. References should be restricted to no more than 50.

Opinion or Forum articles: 150–200 word abstract, 1 800 words, 1 small table or illustration and < 15 references.

The Correspondence Column includes:

- Letters to the editor: < 400 words with only one small illustration or table
- Book reviews: < 200 words plus cover image
- Local or international congress reports: < 600 words plus 2 photographs
- Clinical quiz: < 3 clinical photographs or laboratory results plus a 100 word case study, description and/or 5 questions. Answers to the clinical quiz may not exceed 100 words.

Obituaries should not exceed 400 words and may be accompanied by a photograph.

Protocols for debate has been a feature of JEMDSA for some time. Both diagnostic as well as management protocols are acceptable. The paper is not peer-reviewed but subject to debate and discussion in subsequent issues of the Journal.

Manuscript submission guidelines

All manuscripts must be submitted online at www.jemdsa.co.za

Please submit a cover letter as a supplementary file with the following:

1. Surnames, initials and qualifications of all authors in the correct sequence
2. Full contact details of corresponding author: Title, first name, surname, e-mail address, mobile, office and fax number and postal address.
3. Declaration on copyright and originality of paper and acknowledgement of any third party sources (references and images) exempting the author(s), journal and publisher of plagiarism.
4. Declaration regarding authorship

5. Ethics committee approval
6. Conflicts of interest

The online submission process will prompt authors to check off the following declarations:

1. This manuscript has currently only been submitted to JEMDSA and has not been published previously.
2. This work is original and all third party contributions (images, ideas and results) have been duly attributed to the originator(s).
3. Permission to publish licensed material (tables, figures, graphs) has been obtained and the letter of approval and proof of payment for royalties have been submitted as supplementary files.
4. The submitting/corresponding author is duly authorised to herewith assign copyright to the JEMDSA.
5. All co-authors have made significant contributions to the manuscript to qualify as co-authors.
6. Ethics committee approval has been obtained for original studies and is clearly stated in the methodology.
7. A conflict of interest statement has been included where appropriate.
8. The submission adheres to the instructions to authors in terms of all technical aspects of the manuscript.

How to submit your paper online:

1. Visit www.jemdsa.co.za
2. Register on the website as an author and log in.
 - Click on LOG IN and log in with username and password if already registered
 - If you have forgotten your password click on Forgot your password?
 - If you are not registered, click on Not a user? Register with this site
3. Select Author.
4. Click on CLICK HERE TO FOLLOW THE FIVE STEPS TO SUBMIT YOUR MANUSCRIPT.
5. Follow the five steps to submit your paper.

Electronic submissions by post:

JEMDSA, PO Box 14804, Lyttelton, 0140, Gauteng, South Africa
Please request an indemnity form +27 (0)12 664 7460 or toc@jemdsa.co.za

Technical manuscript preparation

All JEMDSA papers must comply with the Uniform Requirements for Manuscripts Submitted to Biomedical Journal Journals (Ann Intern Med 2000; 133:229-231 [editorial]; <http://www.icmje.org>, full text).

All articles must be typed in 12 pt Times New Roman with double spacing.

Small tables and figures (1/4–1/2 page) may be included in the manuscript. If tables are large (i.e. 1 page landscape) or if images are large in file size (> 500 KB), they must be uploaded as separate supplementary files (Step 4 in electronic submission process).

Research articles should have a structured abstract not exceeding 200 words (50 for short reports) comprising: Objectives, Design, Setting, Subjects, Outcome measures, Results and Conclusions. Refer to articles in recent issues for guidance on the presentation of headings and subheadings.

Abbreviations: These should be spelt out when first used in the text and thereafter used consistently.

Scientific measurements: These should be expressed in SI units except: blood pressure should be given in mmHg and haemoglobin values in g/dl. If in doubt, refer to 'uniform requirements' above.

Illustrations: Figures consist of all material that cannot be set in type, such as photographs and line drawings. If any tables or illustrations submitted

have been published elsewhere, the author should obtain written consent to republication from the copyright holder and the author(s). All illustrations, figures etc must be of high resolution/quality, preferably jpeg or equivalent but not PowerPoint, and must be uploaded as separate supplementary files.

References: References should be inserted in the text as superior numbers and should be listed at the end of the article in numerical and not in alphabetical order. Authors are responsible for verification of references from the original sources.

References should be set out in the Vancouver style using approved abbreviations of journal titles; consult the List of Journals in Index Medicus for these details.

Unpublished observations and personal communications may be cited in the text, but not in the reference list.

Sample references can be found at: http://www.nlm.nih.gov/bsd/uniform_requirements.html

Articles in Journals

Standard journal article

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

More than six authors:

Rose ME, Huerbin MB, Melick J, et al. Regulation of interstitial excitatory amino acid concentrations after cortical contusion injury. *Brain Res*. 2002;935(1-2):40-6.

Books

Personal author(s)

Murray PR, Rosenthal KS, Kobayashi GS, Pfaller MA. *Medical microbiology*. 4th ed. St. Louis: Mosby; 2002.

Electronic Material

Journal article on the Internet

Abood S. Quality improvement initiative in nursing homes: the ANA acts in an advisory role. *Am J Nurs* [serial on the Internet]. 2002 Jun [cited 2002 Aug 12];102(6):[about 3 p.]. Available from: <http://www.nursingworld.org/AJN/2002/june/Wawatch.htm>. Accessed 3 June 2007

Monograph on the Internet

Foley KM, Gelband H, editors. *Improving palliative care for cancer* [monograph on the Internet]. Washington: National Academy Press; 2001 [cited 2002 Jul 9]. Available from: <http://www.nap.edu/books/0309074029/html/>. Accessed 6 January 2007

Homepage/Web site

Cancer-Pain.org [homepage on the Internet]. New York: Association of Cancer Online Resources, Inc.; c2000-01 [updated 2002 May 16; cited 2002 Jul 9]. Available from: <http://www.cancer-pain.org/>. Accessed 3 May 2008

Galley proofs

Galley proofs will be forwarded to the author before publication and if not returned within 2 weeks will be regarded as approved. Please note that alterations to typeset articles are costly and will be charged to the authors.

Changes of address

Please notify the Editorial Department of any address changes so that proofs etc may be mailed without delay.

CPD points

Authors can earn up to 15 CPD points for published articles. Certificates will be provided on request after the article has been published.

Advertising Policy

The Editorial Board of JEMDSA recognises the important role that advertisements and sponsorships play in meeting the costs of the publication and in ensuring the continued existence of the Journal. The Editors welcome advertising or funding that are supportive of the objectives of the Journal and do not conflict with the mission, vision and values statements of the Journal or any of its representing societies.

The following guidelines shall be implemented for sponsorship and advertising:

- Advertisements must be factual and in good taste.
- Advertised products or services must be in compliance with Act 101, "The Code of Practice for the Marketing of Medicines in RSA", the National Drug Policy and regulations of the Medicines Control Council (MCC), Health Profession Council of SA (HPCSA).
- Advertisements should not exceed 35% of the total editorial space.
- Advertisements and editorials/content will be clearly separated.
- Non-designated support shall be acknowledged in the Journal.
- The Editorial Board will be responsible for the final acceptance of any advertorial material.

Tips on how to prepare your manuscript

1. Please consult the "Uniform requirements for manuscripts submitted to biomedical journals" at www.icmje.org
2. The submission must be in UK English, typed in Microsoft Word or RTF with no double spaces after the full stops, double paragraph spacing, font size 12 and font type Times New Roman.
3. All author details (Full names, qualifications and affiliation) must be provided.
4. The full contact details of corresponding author (tel, fax, e-mail, postal address) must be on the manuscript.
5. There must be an abstract and keywords.
6. References must be strictly in Vancouver format. (Reference numbers in the text must be strictly numerical and be typed in superscript, not in brackets and must be placed AFTER the full stop or comma.)
7. Please consult the guide on Vancouver referencing methods at: http://www.nlm.nih.gov/bsd/uniform_requirements.html
8. It must be clear where every figure and table should be placed in the text. If possible, tables and figures must be placed in the text where appropriate. If too large or impractical, they may be featured at the end of the manuscript or uploaded as separate supplementary files.
9. All photographs must be at 300 dpi and clearly marked according to the figure numbers in the text. (Figure 1, Table II, etc.)
10. Scientific measurements: These should be expressed in SI units except: blood pressure should be given in mmHg and haemoglobin values in g/dl. If in doubt, refer to 'uniform requirements' above.
11. All numbers below ten, without percentages or units, must be written in words.
12. Figure numbers: Arabic, table numbers: Roman
13. Abbreviations: These should be spelt out when first used in the text and thereafter used consistently.
14. The submission must be reviewed by a language expert proficient in UK English.