INSTRUCTION FOR AUTHORS

ONLINE SUBMISSION
Nursing and Midwifery Studies accepts only manuscripts through the online submission system, easy to use and easy to track, thus by conducting all procedures electronically your submission will be done rather faster. Keep our website in mind: www.nmsjournal.com. Once you submit an article, it will be forwarded to one of the editors and afterwards to at least two of the peer-reviewers. At once after submission, the author will be notified of both the submission process by means of email and the follow-up ID code. It is recommended to save the sent ID code for all the future correspondence regarding each article separately.

COVER LETTER
This letter should be uploaded through online system as a word file. By an official letter corresponding author should state that:
1. The manuscript has not been and will not be published elsewhere or submitted elsewhere for publication.
2. To prevent the information on potential conflict of interest for authors from being overlooked or misplaced, mention this information in the cover letter.
3. Authors should declare in the cover letter that all figures of their manuscripts are original, otherwise the original source of figures should be mentioned and reprint form must be uploaded in the attachments.
4. Ethics of experimentation/Informed consent: The cover letter must include a statement declaring that the study complies with current ethical considerations. Authors reporting experimental studies on human subjects must include a statement of assurance both in the cover letter and Materials and Methods section of the manuscript reading that: (1) informed consent was obtained from each patient included in the study and (2) the study protocol conforms to the ethical guidelines of the 1975 Declaration of Helsinki as reflected in a priori approval by the institution's human research committee. In studies involving animal experimentation, provide assurance that all animals received humane care according to the criteria outlined in the “Guide for the Care and Use of Laboratory Animals” prepared by the National Academy of Sciences and published by the National Institutes of Health (NIH publication 85-23, revised 1985).

COPYRIGHT STATEMENT
All authors should study the copyright statement in the website (http://nmsjournal.com?page(pages)&page_id=287) and corresponding author is responsible to accept the statement through online submission. To send electronically, manuscripts should be in Word Document (Microsoft Word 97, 2003). Manuscripts, well-written in English, should follow the style of the agreement detailed in the Uniform Requirements for Manuscripts Submitted to Biomedical Journals, a copy of which can be found at www.wicmj.org. Please double check the article for spelling, structure and format mistakes. What follows is a series of recommendations on how the article should be like in order to process it faster and more efficiently.

WORD COUNT LIMITS
The following numbers indicate Nursing and Midwifery Studies word count limitations:
- Brief Reports: 1000 - 2000 words (Maximum number of references is 20, Maximum Number of illustrations/Tables is 2)
- Original Articles: 2500 - 3500 words (Maximum number of references is 5, Maximum Number of illustrations/Tables is 5)
- Systematic Review Articles/Meta-Analyses: 4000 - 4500 words (Maximum number of references is 100, Maximum Number of illustrations/Tables is 6)
- Review Articles: 3500 - 4000 words (Maximum number of references is 80, Maximum Number of illustrations/Tables is 5)
- Case Report: 1500 - 2000 words (Maximum number of references is 20, Maximum Number of illustrations/Tables is 2)
- Letters to the Editor: 500 - 700 words (Maximum number of references is 10, Maximum Number of illustrations/Tables is 1)
- Editorial: 500 - 1000 words (Maximum number of references is 10, Maximum Number of illustrations/Tables is 1)
- Figure legends (including multiple figure parts): 55-75 words
- Acknowledgments (not including research funding): 45-55 words

FONTS
To distinguish different parts of the article, it is recommended to use the font Times New Roman size 12 for the body, size 12 bold for subheadings, size 14 for headings and size 14 bold for the title. All the text should be double space and prepared in microsoft word 2003.

TITLE PAGE
All the following should be clearly stated on the title page:
- Title: choose a title that is long enough to cover the main points and by considering the importance of shortness. Only the first letter of the first word of each title and also abbreviations should be in upper case.
- Affiliation: Author's affiliation contains only department and university not author's degree or position. Example: [name of department], [name of university], [city], [country].
- Institution(s): all institutions should be written for each author.
- Corresponding author: one of the authors should be picked out for possible correspondence before and after publication. Their address, telephone and fax number and email should be written.
- Support: sources of any supports should be mentioned.
- Running title: a shorter version of the title (40 characters at most) is needed for page footer.

ABSTRACT AND KEYWORDS
An abstract of 250-350 words should be provided to state the reason for the study, the main findings and the conclusions drawn from the observation. The abstract should be structured under the following headings: Background, Objectives, Patients and methods, Results, and Conclusions. A list of 3-5 keywords must be provided for indexing purposes. All keywords should be provided according to MeSH terms at: http://www.nlm.nih.gov/mesh/MBrowse.html. To read more about Keywords refer to: http://www.nlm.nih.gov/mesh/author.html.

ARTICLE BODY
This section differs according to the article type that you are submitting.
- Original Article/Brief Report:
  - Short Communications:
- Discussion: This should emphasize the present findings and the variations or similarities with other work done in the field by other workers. The detailed data should not be repeated in the discussion again. Emphasize the new and important aspects of the study and the conclusions that follow from them. It must be mentioned whether the hypothesis mentioned in the article is true, false or no conclusions can be derived.
- Acknowledgments: All contributors who do not meet the criteria for authorship should be covered in the acknowledgment section. It should include persons who provided technical help, writing assistance and departmental head that only provided general support. Financial and material support should also be acknowledged.
- Tables: All tables must be included at the end of the manuscript. Tables in the word file should be separated by page break (each table in a separate page).
- Figures: (Figures must be submitted as separate files)
- Authors should declare in the cover letter that all figures of their
Nursing and Midwifery Studies applies the Creative Commons Attribution License (CC 3.0) to works we publish. Under this license, MISRC and MMESA retain ownership of the copyright for their content, but permits unrestricted commercial use, distribution, and reproduction of the article in any medium, provided that the original work is properly cited. No permission is required from the authors or the publisher. For any reuse or redistribution of a work, users must also make clear the license terms under which the work was published. This broad license was developed to facilitate free access to, and unrestricted reuse of, original works of all types. Applying this standard license to your own work will ensure that it is freely and openly available in perpetuity.

**LICENSE**

**TIPS**

1. How can we cite Nursing and Midwifery Studies in the reference part? Some other journals have more than two parts and should be abbreviated when write in the references like: Example: Nursing and Midwifery Studies which should be written as: Nurs Midwifery Stud

**REFERENCES**

Nursing and Midwifery Studies accepts references according to a style based on Vancouver style (with some minor changes). Vancouver, a numbered style, follows rules established by the International Committee of Medical Journal Editors. Writing references as an ENDNOTE file will be considered as an advantage when submitting a manuscript. For more information please refer to: http://www.ncbi.nlm.nih.gov/pmc/pubfilespec-images/

Units, symbols, and abbreviations: Internationally accepted units (International System of Units), symbols, and abbreviations must be used. Abbreviations should be used sparingly and must be introduced in parentheses upon first mention. Abbreviations that have meaning only within the context of the specific manuscript should be avoided.

Drug names: Generic drug names must be used in the title and throughout the manuscript text. The proprietary name should be included in parentheses, along with the name of manufacturer, and city upon first mention in the text.

**REVIEW PROCESS**

All submitted manuscripts are subject to peer review and editorial approval. Articles will be sent to at least two reviewers. Sometimes, the reviewers are masked as to the identity of the authors and their affiliation. Authors are usually notified within 2-3 months about the acceptability of their manuscript. Receiving reviewers comments, authors are requested to send the revised article, and a copy of their reply to the reviewers, including the comment and explaining the replies to questions and changes made to the revised version. Communication regarding a specific manuscript will take place between the journal and the designated corresponding author only.

Note: All changes within the revised file should be highlighted or specified in another color.

**GALLEY PROOFS**

Proofs will be sent to the corresponding author. Galley proofs should be returned within 72 hours from receipt with clear indication of any changes.

**NEW GUIDELINES FOR AUTHORS**

To improve success rate of publishing articles, authors can have a look at these checklists which will be considered as a checklist by reviewers in the review process at: http://nmsjournal.com/?page=public_pages&name=new_guidelines_for_authors

**TYPE OF ARTICLES**

Nursing and Midwifery Studies publishes original articles, systematic review articles, meta-analyses, review articles, case reports, brief reports, editorials and letter to editors. Papers in all fields of Nursing and Midwifery Studies which will assist nurses and practitioners in making clinical decision are welcomed. More information about type of articles could be found via: http://nmsjournal.com/?page=public_pages&name=type_of_articles

For any reuse or redistribution of a work, users must also make clear the license terms under which the work was published. This broad license was developed to facilitate free access to, and unrestricted reuse of, original works of all types. Applying this standard license to your own work will ensure that it is freely and openly available in perpetuity.