Instructions to Authors

General Guidelines

Laboratory Medicine International follows the recommendations for authorship set out by The International Committee of Medical Journal Editors (ICMJE). In accordance with these recommendations, manuscripts are considered for publication with the understanding that each listed author must meet the following criteria: Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work. Drafting the work or revising it critically for important intellectual content. Final approval of the version to be published. Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

Authors should observe high standards with respect to publication ethics as set out by the Committee on Publication Ethics (COPE). Falsification or fabrication of data, plagiarism, including duplicate publication of the authors' own work without proper citation, and misappropriation of the work are all unacceptable practices. All cases of ethical misconduct are treated very seriously and will be dealt with in accordance with the COPE guidelines.

All potential conflicts of interest must be stated within the text of the manuscript, under this heading. This pertains to relationships with pharmaceutical companies, biomedical device manufacturers, or other corporations whose products or services are related to the subject matter of the article. Such relationships include, but are not limited to, employment by an industrial concern, ownership of stock, membership on a standing advisory council or committee, being on a board of directors, or being publicly associated with a company or its products. Other areas of real or perceived conflict of interest could include receiving honoraria or consulting fees or receiving grants or funds from such corporations or individuals representing such corporations.

Manuscript preparation

The journal requires all manuscripts to be submitted electronically at https://mc.manuscriptcentral.com/. Login or click the "Create Account" option if you are a first-time user of the Scholarone™ Manuscript system. Full instructions and support for authors (and reviewers) are available on the site. Support can be contacted at https://clarivate.com/webofsciencegroup/support/scholarone-manuscripts/

The title page should include the title, authors' names and affiliations, and the corresponding author's e-mail address. The title page should also include conflict of interest statements, funding sources, and acknowledgments.

1) Regular Articles

Maximum length for a Regular Article is 4,000 words in the body of manuscript. Submissions are limited to a total of 7 figures/tables, and digital images are required. We recommend a limit of 50 references in principle. The sections of a Regular Article should be ordered as follows:

Abstract (up to 250 words), 3 to 5 keywords, Introduction, Materials and Methods, Results, Discussion, Acknowledgements including funding, Authorship Contributions, Disclosure of Conflicts of Interest, References, Tables, Figure Legends, Figures.

2) Review Articles

These are normally invited contributions, but suitable papers may be submitted to the Editor for consideration for this purpose. Articles should not be longer than 5,000 words in the body of manuscript, contain no more than 60 references in principle, not more than 6 figures/tables, and include a non-structured abstract of up to 250 words. Disclosure of Conflicts of Interest.

3) Case reports

Case reports should describe new findings that have a significant clinical impact on laboratory medicine. Case reports should be no more than 1,800 words in the body of manuscript. We recommend a limit of 20 references in principle.

Abstract up to 250 words, 3 to 5 keywords, Introduction, Materials and Methods, Results, Discussion, Acknowledgements including funding, Authorship Contributions, Disclosure of Conflicts of Interest, References, Tables, Figure Legends, Figures.

4) Short communication

Maximum length for a Short communication article is 3,000 words in the body of manuscript. Submissions are limited to a total of 4 figures/tables, and digital images are required. We recommend a limit of 30 references in principle. The sections of a Short communication article should be ordered as follows:

Abstract (up to 250 words), 3 to 5 keywords, Introduction, Materials and Methods, Results, Discussion, Acknowledgements including funding, Authorship Contributions, Disclosure of Conflicts of Interest, References, Tables, Figure Legends, Figures. However, Results and Discussion can also be put together into a whole.

5) Editorial or Correspondence

The length is less than 1,500 words in the body of manuscript. Comments to recently published articles in the Journal or author's response to such comment. Abstract and keywords are not required. We recommend a limit of 20 references in principle. Editorials are commentaries on current topics or on papers published elsewhere in the issue. Editorials can be solicited by the Editor, but also spontaneously submitted Editorials can be considered.

Units

All quantitative measurements must be expressed in conventional metric units, followed in parentheses by SI units. pH, gas pressure measurements (e.g., PO2 and Pco2), and osmolality should be reported in conventional units only. Express temperature in degrees Celsius. Express enzyme activity in international units per liter (IU/L). Base all SI concentration units on a volume of 1 L. Express as amount of substance (mole) or mass (gram) units, with the appropriate prefix (e.g., milli- [m] or micro- [μ]). In describing reagent preparations, give weights and volumes in conventional metric units only (e.g., Stock 500 mmol/L glucose standard; add 0.900 g of glucose to 10 mL of water in a 100 mL volumetric flask, dissolve, and fill to the mark with water).

Human and animal experiments

When reporting results of experimental investigations involving human subjects, include a statement that the procedures followed were approved by the institutional review board (IRB) in accordance with the ethical standards established by the institution in which the experiments were performed or in accordance with the Helsinki Declaration of 1975 (see Encyclopedia of Bioethics. 3rd ed. New York, NY: Macmillan; 2003), as revised in 2008. Experimental investigations involving animals must include a statement indicating that the institution's or National Research Council guide for the care and use of laboratory animals was followed.

Clinical trials and epidemiological studies

As defined by the International Committee of Medical Journal Editors (ICMJE), a clinical trial is any research project that prospectively assigns human subjects to intervention and comparison groups to study the cause-and-effect relationship between a medical intervention and health outcome. A medical intervention is any intervention used to modify a health outcome and includes but is not limited to drugs, surgical procedures, devices, behavioral treatments, and process-of-care changes. A trial must have at least one prospectively assigned concurrent control or comparison group in order to trigger the requirement for registration. Nonrandomized trials are not exempt from the registration requirement if they meet the above criteria. When reporting experiments on human subjects, indicate whether the procedures were conducted in accordance with the ethical standards of the responsible committee on human experimentation (institutional or regional) or with the 1964 Declaration of Helsinki and its later amendments). Include the approval of an Institutional Review Board or Ethical Committee. All clinical trials must be registered in a public registry prior to submission. LMI follows the trials registration policy of ICMJE and considers only trials that have been appropriately registered before submission, regardless of when the trial closed to enrollment. Acceptable registries must meet the following ICMJE requirements: be publicly available, searchable, and open to all prospective registrants and have a validation mechanism for registration data be managed by a not-for-profit organization: Examples of registries that meet these criteria include: (1) the registry sponsored by the United States National Library of Medicine; (2) the International Standard Randomised Controlled Trial Number Registry; (3) International Clinical Trials Registry Platform (ICTRP); (4) The National Research Register (NRR) Archive; (5) the European Clinical Trials Database and; (6) University Hospital Medical Information network Clinical Trials Registry (UMIN-CTR). Clinical studies are recommended to conform with the corresponding guidelines of EQUATOR (Enhancing the

QUAlity and Transparency Of health Research) network (http://www.equator-network.org/) or equivalent guidelines according to the type of study such as observational study, interventional trial, parallel group randomized trial, study of diagnostic accuracy, case report, systematic review, and meta-analysis, etc. For manuscripts reporting genetic association studies, refer to the Guidelines for Human Genetic Association Studies.

Figure guidelines

Please take particular care to follow these guidelines for your final submission. Figures submitted in inappropriate formats will cause delays in processing your manuscript for publication.

Text • All text should be sans-serif typeface, preferably Helvetica or Arial. • Maximum text size is 7pt. Minimum text size is 5pt.

Colour • Files should be supplied in RGB colour mode.

Chemical structures • If you are supplying a composite figure in a format other than .cdx but it contains ChemDraw structures, please also supply the ChemDraw elements in a separate .cdx file following the style guidelines.

Stereo images • Submit stereo images at their final published size. Saving figure panels: Save graphs, charts, schematics or other line art as vector files. Save photographs or complex illustrations as bitmap files.

Vector files: AI, EPS, PDF All line art, graphs, charts, and schematics should be saved/exported directly from the original application and file in which they were generated. • To create vector files, open the original figure file in the application that it was created in. The text, data, lines, and colours in this file should remain editable. Directly save/export the file as one of these file formats: AI, EPS, or PDF. We cannot use bitmapped file types such as BMP, GIF, GIMP, JPG, PNG, Tex, or TIFF for vector art.

Microsoft Office

- Word: We do not recommend using this because layers and vectorized formats can downgrade and flatten depending on how an image will import or paste.
- Excel: Please convert figures to PDF.
- Place all bitmapped images into the layout application at 300 dpi or at the native resolution if captured at less than the optimal 300 dpi.
- All text, and any overlaying elements, such as lines, axes, boxes, arrows, and scale bars, should be in editable vector format and laid over the bitmapped images in the layout application. • Try to keep each final figure to a maximum File size of 50 MB.
- Powerpoint: We can accept this if the figures are fully editable.
- Do not add graphical effects (e.g., drop shadow, 3D rotate, and bevel) to objects, as these are exported as low-resolution bitmaps.

Adobe Photoshop

- We do not recommend Photoshop for creating figures. It is a 'raster' picture-based application, files are often large and difficult to process, and vector data can easily become flattened. This causes further delay when the production team has to retrieve editable files from authors.
- If you do decide to use Photoshop, PSD, TIFF, or EPS, files will work provided that all text remains fully editable in 'type layers', and line-art (e.g., graphs, diagrams and symbols) are preserved and embedded within 'vector smart objects'.

  Combining vectors and bitmaps for final layout

  Compiling final figures
- When combining different figure parts into one file for layout, use a vector-based application such as Adobe Illustrator or Microsoft Powerpoint. We recommend AI, EPS, PDF, and PPT as examples of overlaying vector elements onto bitmapped images
- Do not use applications that do not support vector format. We do not accept: BMP, GIF, GIMP, JPG, PNG, Tex, or TIFF

Funding

Details of all funding sources for the work in question should be given in a separate section entitled 'Funding'. This should appear before the 'Acknowledgements' section.

References

References should include only articles cited in the text and should be listed in order of citation. List all authors if there are 3 or fewer. When there are more than 3, list the first 3 and add "et al." Abbreviate journal titles according to Index Medicus.

Use the following format, and include inclusive page numbers:

Journal article

Hirowatari Y, Yoshida H.
Innovatively Established Analysis Method for Lipoprotein Profiles Based on High-Performance Anion-Exchange Liquid Chromatography. J Atheroscler Thromb. 2019 ; 26:1027-40. doi: 10.5551/jat.RV17037

Shimizu T, Miyazaki O, Iwamoto T, et al. A new method for measuring cholesterol efflux capacity uses stable isotope-labeled, not radioactive-labeled, cholesterol. J Lipid Res. 2019 ; 60: 1959-67. doi: 10.1194/jlr.D086884

Journal article in electronic format

Morse SS. Factors in the emergence of infectious diseases. Emerg Infect Dis [serial online] 1995 Jan-Mar [cited 1996 Jun 5]; 1(1): [24 screens]. Available from: URL : http://www.cdc.gov/ncidod/EID/ eid.htm

Book

Aller RD, Balis UJ. Informatics, Imaging, and Interoperability. In : Henry JB, editor. Clinical Diagnosis and Management by Laboratory Methods. 20th ed. Philadelphia: WB Saunders; 2001. p.108-37.

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Electronic manipulation of images

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Plagiarism and fabrication

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Conflicts of interest

In the interests of transparency and to help reviewers assess any potential bias, Laboratory Medicine International（LMI）requires all authors of all submitted papers to declare any conflict of interest（COI）that could be considered broadly relevant to the submitted work, following the guideline and detailed regulations set by the Japanese Association of Medical Sciences in 2022. Authors submitting their manuscripts using the journal's online manuscript tracking system are required to make their declaration as part of this process and to specify the competing interests in cases where they exist. Guide to Authors January 2022 Criteria for COI disclosure

1. Employment/Leadership position/ Advisory role（1,000,000 yen*/year or more）
2. Stock ownership or options（Profit of 1,000,000 yen/year or more/ownership of 5% or more of total shares）
3. Patent royalties/licensing fees（1,000,000 yen/year or more）
4. Honoraria（e.g., lecture fees）and Fees for promotional materials（e.g., manuscript fee）（500,000 yen/year or more）
5. Research funding（5,000,000 yen/yr or more）
6. Scholarship or donation（1,000,000 yen/yr or more）
7. Endowed departments by commercial entities
8. Others（e.g., trips, travel, or gifts, which are not related to research）（50,000 yen/year or more）

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