The Medical Journal of Malaysia (MJM) welcomes articles of interest on all aspects of medicine in the form of original papers, review articles, short communications, continuing medical education, case reports, commentaries and letter to Editor. Articles are accepted for publication on condition that they are contributed solely to The Medical Journal of Malaysia.

NOTE: Kindly be informed that beginning 1st January 2020, the MJM will be published on January, March, May, July, September, November.

Requirements for ALL manuscripts
Please ensure that your submission to MJM conforms to the International Committee of Medical Journal Editors Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals.

Neither the Editorial Board nor the Publishers accept responsibility for the views and statements of authors expressed in their contributions.

The Editorial Board further reserves the right to reject papers read before a society. To avoid delays in publication, authors are advised to adhere closely to the instructions given below.

Manuscripts:
Manuscripts should be submitted in English (British English). Manuscripts should be submitted online through MJM Editorial Manager, http://www.editorialmanager.com/mjm.

Instructions for registration and submission are found on the website. Authors will be able to monitor the progress of their manuscript at all times via the MJM Editorial Manager. For authors and reviewers encountering problems with the system, an online Users’ Guide and FAQs can be accessed via the “Help” option on the taskbar of the login screen.

MJM charges a one-time, non-refundable Article Processing Charge (APC) upon submission. Waiver of the APC applies only to members of the editorial board, and authors whose articles are invited by the editor. In addition, recipients of the MJM Reviewer Recognition Award from the previous year may enjoy a waiver of the APC for the next calendar year (e.g. recipients of MJM Reviewer Recognition Award 2018 will enjoy waiver of APC for articles submitted between January and December 2019).

The MJM current processing fee is based on three (3) categories stated below:

1. MJM Member        : RM 400.00
2. Local Non-Member   : RM 600.00
3. Overseas           : USD 200.00

Effective 1st January 2020, the new processing fee according to three (3) categories will be as follows:

1. MJM Member        : RM 400.00
2. Local Non-Member   : RM 600.00
3. Overseas           : USD 250.00

The MJM Article Processing Charge is a non-refundable administrative fee. Payment of the APC does not guarantee acceptance of the manuscript. Submitted articles will only be sent for reviews once the MJM APC has been successfully completed.

All submissions must be accompanied by a completed Copyright Assignment Form, Copyright Transfer Form and Conflict of Interest Form duly signed by all authors. Forms can be downloaded from MJM website at www.mjm.org.my.

Microsoft Word documents. Images should be submitted as JPEG files (minimum resolution of 300 dpi).

Peer Review Process
All submissions must include at least two (2) names of individuals who are especially qualified to review the work. All manuscripts submitted will be reviewed by the Editor in charge before they are sent for peer review. Manuscripts that are submitted to MJM undergo a double-blinded peer review and are managed online. Proposed reviewers must not be involved in the work presented, nor affiliated with the same institution(s) as any of the authors or have any potential conflicts of interests in reviewing the manuscript. The selection of reviewers is the prerogative of the Editors of MJM.

Eligibility as an Author
MJM follows the recommendation of the International Committee of Medical Journal Editors (ICMJE) for eligibility to be consider as an author for submitted papers. The ICMJE recommends that authorship be based on the following four (4) criteria:

1. Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work, AND
2. Drafting the work or revising it critically for important intellectual content, AND
3. Final approval of the version to be published; AND
4. 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.

TYPES OF PAPERS

Original Articles:
Original Articles are reports on findings from original unpublished research. Preference in publications will be given to high quality original research that make significant contribution to medicine. Original articles shall consist of a structured Abstract and the Main Text. The word count for the structured abstract should not exceed 500 words. The main text of the article should not exceed 4000 words, tables/illustrations/figures/images up to five (5) and references up to 40. Manuscript describing original research should conform to the IMRAD format, more details are given below. There should be no more than seven (7) authors.

Original articles of cross-sectional and cohort design should follow the corresponding STROBE check-lists; clinical trials should follow the CONSORT check-list.

Review Articles:
Review Articles are solicited articles or systematic reviews. MJM solicits review articles from Malaysian experts to provide a clear, up-to-date account of a topic of interest to medical practice in Malaysia or on topics related to their area of expertise. Unsolicited reviews will also be considered, however, authors are encouraged to submit systematic reviews rather than narrative reviews. Review articles shall consist of a structured Abstract and the Main Text. The word count for the structured abstract should not exceed 500 words. Systematic Review are papers that presents exhaustive, critical assessments of the published literature on relevant topics in medicine. Systematic reviews should be prepared in strict compliance with MOOSE or PRISMA guidelines, or other relevant guidelines for systematic reviews.

Short Communications:
Short communication are short research articles of important preliminary observations, findings that extends previously published research, data that does not warrant publication as a full paper, small-scale clinical studies, and clinical audits. Short communications should not exceed 1,000 words and shall consist of a Summary and the Main Text. The summary should be limited to 100 words and provided immediately after the title page. The number of tables/illustrations/figures/images should be limited to three (3) and the number of references to ten (10).

Continuing Medical Education (CME) Articles:
A CME article is a critical analysis of a topic of current medical interest. The article should include the clinical question or issue and its importance for general medical practice, specialty practice, or public health. It shall consist of a Summary and the Main Text. The summary should be limited to 250 words and provided immediately after the title page. Upon acceptance of selected articles, the authors will be requested to provide five multiple-choice questions, each with five true/false responses, based on the article.

Case Reports:
Papers on case reports (one to five cases) must follow these rules: Case reports should not exceed 2,000 words, with only maximum of two (2) tables, two (2) photographs, and up to ten (10) references. It shall consist of a Summary and the Main Text. The summary should be limited to 250 words and provided immediately after the title page. Having a unique lesson in the diagnosis, pathology or management of the case is more valuable than mere finding of a rare entity. Being able to report the outcome and length of survival of a rare problem is more valuable than merely describing what treatment was rendered at the time of diagnosis. There should be no more than seven (7) authors.

Commentaries:
Commentaries will usually be invited articles that comment on articles published in the same issue of the MJM. However, unsolicited commentaries on issues relevant to medicine in Malaysia are welcomed. They should not exceed 1,200 words. They may be unstructured but should be concise. When presenting a point of view, it should be supported with the relevant references where necessary.

Letters to Editor:
Letters to Editors are responses to items published in MJM or to communicate a very important message that is time sensitive and cannot wait for the full process of peer review. Letters that include statements of statistics, facts, research, or theories should include only up to three (3) references. Letters that are personal attacks on an author will not be considered for publication. Such correspondence must not exceed 450 words.

Editorials:
These are articles written by the editor or editorial team concerning the MJM or about issues relevant to the journal.

STRUCTURE OF PAPERS

Title Page:
The title page should state the brief title of the paper, full name(s) of the author(s) (with the surname or last name bolder), degrees (limited to one degree or diploma), affiliations and corresponding author’s address. All the authors’ affiliations shall be provided after the authors’ names. Indicate the affiliations with a superscript number at
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the end of the author's degrees and at the start of the name of the affiliation. If the author is affiliated to more than one (1) institution, a comma should be used to separate the number for the said affiliation.

Do provide prefereed abbreviated author names for indexing purpose, e.g. KL Goh (for Goh Khean Lee), MZ Azhar (for Azhar bin Mohd Zain), K Suresh (for Suresh Kumaraasamy) or S Harwani (for Harwani Singh). Authors who have previously published should try as much as possible to keep the abbreviation of their name consistent.

Please indicate the corresponding author and provide the affiliation, full postal address and email.

Articles describing Original Research should consist of the following sections (IMRAD format): Abstract, Introduction, Materials and Methods, Results, Discussion, Acknowledgment and References. Each section should begin on a fresh page.

Scientific names, foreign words and Greek symbols should be in italic.

Abstract and Key Words:
A structured abstract is required for Original and Review Articles. It should be limited to 500 words and provided immediately after the title page. Below the abstract provide and identify three (3) to 10 key words or short phrases that will assist indexes in cross-indexing your article. Use terms from the medical subject headings (MeSH) list from Index Medicus for the key words where possible. Key words are not required for Short Communications, CME articles, Case Reports, Commentaries and Letter to Editors.

Introduction:
Clearly state the purpose of the article. Summarise the rationale for the study or observation. Give only strictly pertinent references, and do not review the subject extensively.

Materials and Methods:
Describe your selection of the observational or experimental subjects (patients or experimental animals, including controls) clearly, identify the methods, apparatus (manufacturer's name and address in parenthesis), and procedures in sufficient detail to allow other workers to reproduce the results. Give references to established methods, including statistical methods; provide references and brief descriptions of methods that have been published but are not well-known; describe new or substantially modified methods, give reasons for using them and evaluate their limitations.

Identify precisely all drugs and chemicals used, including generic name(s), dosage and route(s) of administration. Do not use patients' names, initials or hospital numbers. Include numbers of observation and the statistical significance of the findings when appropriate.

When appropriate, particularly in the case of clinical trials, state clearly that the experimental design has received the approval of the relevant ethical committee.

Results:
Present your results in logical sequence in the text, tables and illustrations. Do not repeat in the text all the data in the tables or illustrations, or both: emphasise or summarise only important observations in the text.

Discussion:
Emphasise the new and important aspects of the study and conclusions that follow from them. Do not repeat in detail data given in the Results section. Include in the Discussion the implications of the findings and their limitations and relate the observations to other relevant studies.

Conclusion:
Link the conclusions with the goals of the study but avoid unqualified statements and conclusions not completely supported by your data. Avoid claiming priority and conclusions not completely supported by your data. Avoid claiming priority and

Acknowledgements:
Acknowledge grants awarded in aid of the study (state the number of the grant, name and location of the institution or organisation), as well as persons who have contributed significantly to the study.

Authors are responsible for obtaining written permission from everyone acknowledged by name, as readers may infer their endorsement of the data.

References:
M J M follows the Vancouver style of referencing. It is a numbered referencing style commonly used in medicine and science, and consists of: citations to someone else's work in the text, indicated by the use of a number and a sequentially numbered reference list at the end of the document providing full details of the corresponding in-text reference. It follows the guidelines provided in the Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals.

Authors are responsible for the accuracy of cited references and these should be checked before the manuscript is submitted.

The journals names should be abbreviated according to the style used in the Index Medicus.

Articles published as abstracts only should not be used as references; "unpublished observations" and "personal communications" may not be used as references, although references to written, not verbal, communication may be inserted (in parenthesis) in the text. Include among the references manuscripts accepted but not yet published, designate the journal followed by "in press" (in parenthesis). Information from manuscripts should be cited in the text as "unpublished observations" (in parenthesis). All references must be verified by the author(s) against the original documents. List all authors when six or less, when seven or more list only the first six and add et al. Examples of correct forms of references are given below:

Example references journals:
1. Standard Journal Article


Books and Other Monographs:
2. Personal Author(s)

3. Corporate Author

4. Editor, Compiler, Chairman or Author

5. Chapter in Book

6. Agency Publication

Other Articles:
8. Newspaper Article
Punithivellam V. ‘No outdoor activities if weather too hot’. the Sun. 2016; March 18: 9 (col. 1-3).

9. Magazine Article
Thirunavukaraasu R. Survey – Landscape of GP services and health economics in Malaysia. Berita MMA; 2016; March: 20-1.

Tables and illustrations:
Roman numerals should be used for numbering tables (e.g., Table I, Table II, Table III). Arabic numerals should be used when numbering illustrations and diagrams (e.g., Figure 1, Figure 2, Figure 3). Illustrations and tables should be kept to a minimum.

All tables, illustrations and diagrams should be fully labelled so that each is comprehensible without reference to the text. All measurements should be reported using the metric system.

Each table should be typed on a separate sheet of paper, double-spaced and numbered consecutively. Omit the internal horizontal and vertical rules. The contents of all tables should be carefully checked to ensure that all totals and subtotals tally.

Photographs of Patients:
Proof of permission and/or consent from the patient or legal guardian must be submitted with the manuscript. A statement on this must be included as a footnote to the relevant photograph.

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Abbreviations:
Use only standard abbreviations. The full-term for which an abbreviation stands should precede its first use in the abstract, article text, tables, and figures, unless it is a standard unit of measurement. Abbreviations shall not be used in the title.

Formating of text:
Numbers one to ten in the text are written out in words unless they are used as a unit of measurement, except in tables and figures. Use single hard-returns to separate paragraphs. Do not use tabs or indents to start a paragraph. Do not use the automated formatting of your software, such as byenphasis, endnotes, headers, or footers (especially for references). Submit the Manuscript in plain text only, removed all ‘field codes’ before submission. Do not include line numbers. Include only page number.

Best Paper Award:
All original papers which are accepted for publication by the MJM, will be considered for the Best Paper Award for the year of publication. No award will be made for any particular year if none of the submitted papers are judged to be of suitable quality.

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