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THE JOURNAL OF RHEUMATOLOGY

*The Journal of Rheumatology* is a monthly, peer review serial founded in 1974 and edited by Earl D. Silverman. *The Journal* publishes original clinical research articles, metaanalyses, systematic reviews, editorials, historical vignettes, case reports, medical educational papers, and letters. Topics include rheumatoid arthritis, ankylosing spondylitis, psoriatic arthritis, osteoarthritis, and other rheumatic and musculoskeletal diseases.

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Original, previously unpublished full-length articles, brief communications, editorials, reviews, hypotheses, images in rheumatology, correspondence, letters, and case reports/letters will be accepted for publication following successful review and on condition that they are submitted solely to this journal. Subject matter may relate to the broad field of rheumatology, rehabilitation medicine, immunology, infectious diseases, orthopedic subjects, or medical education pertaining to the rheumatic diseases. Manuscripts containing original material are accepted for consideration with the understanding that neither the article nor any part of its essential substance, tables, or figures has been or will be published or submitted for publication elsewhere before appearing in The Journal. This restriction does not apply to abstracts or press reports published in connection with scientific meetings. Authors are responsible for submitting any permission necessary from the original copyright holder for previously published text, tables, or figures included in the manuscript.

Authorship

All persons designated as authors should qualify for authorship. Every author should have participated sufficiently in the work to take public responsibility for the content. Authorship credit should be based on authors fulfilling all 3 criteria:

- substantial contribution to conception and design, execution, or analysis and interpretation of data;
- drafting the article or revising it critically; and
- reading and approval of the final version.

Acquisition of funding, collection of data, or general supervision of the research group alone do not, in themselves, constitute authorship. All non-authors who have made substantial contributions (i.e., one or more of the above 3 author criteria) to the study or to manuscript preparation must be listed in the Acknowledgment or included under sponsorship information.

For studies involving a large multicenter group, the group name may be included in the list of authors, but only those members who qualify for authorship and are willing to accept responsibility for the manuscript should be named as authors. The names and cities of non-author collaborators should be listed in an appendix. The National Library of Medicine (NLM) indexes the names of collaborators listed in the appendix.

NOTE: To ensure the authenticity of authorship, authors should link their ScholarOne Manuscripts with their ORCID ID.

Conflict of Interest

Authors of research articles, editorials, and reviews must disclose at the time of submission any relationships that could be viewed as potential conflicts of interest, for example, any financial interest in a company (or its competitor) that manufactures a product discussed in the article. Only those financial relationships that pose a potential conflict of interest and are ≥ $10,000 per entity for the previous 12 months must be disclosed. Such relationships may include employment, consultancies, speaker’s fees, honoraria, stock ownership/options, expert testimony, patent or license-related income, and royalties. Such information will not influence the editorial decision.
For more detailed information on the definition and types of conflicts of interest, visit the World Association of Medical Editors (WAME) Conflict of Interest policy. For questions about these issues, contact the Manuscripts Department.

The Journal of Rheumatology discourages submission of more than one article dealing with related aspects of the same study. If authors are aware of any published paper or other manuscript in preparation or submitted elsewhere or to The Journal related to the manuscript under consideration (e.g., another manuscript resulting from the same study), a copy of the related paper should be uploaded as a supplementary file with the paper submitted for publication.

For articles reporting clinical trials, registration in an appropriate public registry before the start of patient enrollment is strongly encouraged. Authors of articles reporting registered trials should include the trial registration number in the Abstract and in the Materials and Methods sections of their manuscript. The registration number will be published in articles accepted for publication.

Ethics

Authors are required to provide their institution's ethics board approval number. Manuscripts involving human subjects must comply with the Declaration of Helsinki or with the research ethics standards of the country of origin. Manuscripts involving animal subjects must include a statement that the study was conducted in full compliance with the local, national, or institutional ethics boards/bodies.

If ethics was not required or was waived, authors are to provide the document(s) explicitly stating this from their respective Institutional Review Boards.

For text that uses patient-level data, authors must include a statement indicating they have obtained the patient's written informed consent to publish the material, and the patient consent statement must be kept on file by the authors. Patient consent is also needed for visual material that cannot be completely de-identified, such as photographs of the subject's face.

The Journal reserves the right to reject papers if the ethical aspects are in doubt according to the opinion of the Editorial Committee.

Publishing Misconduct

Articles are considered only for exclusive publication in The Journal with the understanding that they have not been published elsewhere (in part or in full, in other words or in the same words in letter or article form, or otherwise), are not at the time of submission under consideration by another journal or other publication, and will not be submitted elsewhere unless rejected by The Journal of Rheumatology.

If an author violates this requirement or engages in other similar misconduct, the Editor may, in addition to rejecting the manuscript, impose a moratorium on the acceptance of new manuscripts from the author. If the misconduct is deemed sufficiently serious, the Editor may refer the matter to the author’s academic institution or hospital and/or the appropriate disciplinary body.

Peer Review Process

Authors are encouraged to suggest the names of 3 or 4 persons who might be considered suitable reviewers of their work. To aid in the review process, include the statistical worksheet (not for publication), if applicable.
TYPES OF SUBMISSIONS

All submissions must include a declaration regarding funding and conflict of interest.

Full-length Manuscripts
Original, unpublished investigative reports regarding clinical, laboratory, and translational aspects of rheumatology. Includes systematic reviews and metaanalyses.

- Abstract: maximum of 250 words (Objective, Methods, Results, and Conclusion)
- Word count: maximum of 3500, from Introduction through Discussion
- Tables and figures: maximum of 6, combined
- References: maximum of 50 for full-length articles/70 for systematic reviews and metaanalyses

Brief Communications
Short investigative reports, formatted in the same manner as full-length manuscripts.

- Abstract: maximum of 100 words (Objective, Methods, Results, and Conclusion)
- Word count: maximum of 1500, from Introduction through Discussion
- Tables and figures: maximum of 3, combined
- References: maximum of 20

Reviews
Review articles on rheumatologic aspects of clinical practice, clinical therapeutics, current concepts, drug therapy, and mechanisms of disease.

- Abstract: maximum of 150 words, unstructured
- Word count: maximum of 3000
- Tables and figures: maximum of 4, combined
- References: maximum of 50

Editorials
Solicited by the editors, but unsolicited material is also considered. Editorials on rheumatologic aspects of clinical practice, clinical therapeutics, current concepts, drug therapy, and mechanisms of disease are welcome. Editorials are accompanied by author photographs (maximum of 3).

- Abstract: not required
- Word count: maximum of 1500
- Tables and figures: maximum of 2, combined
- References: maximum of 20

Images in Rheumatology
Abbreviated case descriptions of abstract length that feature exceptional visual illustrations.

- Abstract: not required
- Word count: maximum of 250
- Authors: maximum of 3
- Figures: maximum of 2
• References: maximum of 5

Letters
Abbreviated investigative reports organized as brief communications, but with no subdivision for an Abstract, Methods, or Results.

• Abstract: not required
• Word count: maximum of 800
• Authors: maximum of 3
• Tables and figures: maximum of 2, combined
• References: maximum of 10

Case Reports
Abbreviated descriptions of exceptional clinical findings and clinical course, in the form of a letter to the editor. Single cases or series of cases are considered.

• Abstract: not required
• Words: maximum of 800
• Authors: maximum of 3
• Tables and figures: maximum of 2, combined
• References: maximum of 10

Correspondence
A brief commentary on a previously published letter to the editor.

• Abstract: not required
• Words: maximum of 800
• Tables and figures: maximum of 2, combined
• References: maximum of 10

Supplements
The Journal welcomes the opportunity to publish proceedings of significant symposia, providing the material represents original work not previously published. Symposium organizers are urged to contact the Managing Editor well in advance of the symposium date with a draft program. Faculty, subject matter, and editorial content are all subject to the approval of the editorial committee. Papers submitted to be published on the proceedings must conform to the style for supplements, which is available on request, before they will be considered for publication.
PREPARATION OF MANUSCRIPTS

Cover Letter

Manuscripts should be accompanied by a cover letter indicating that the final manuscript has been seen and approved by all the authors, that they have obtained the required ethical approvals, that they have given necessary attention to ensure the integrity of the work, and that they agree to bear the applicable publication charges if their manuscript is accepted for publication (see Page Charges and Color Charges). The cover letter should note the type of manuscript submitted (e.g., full-length article, brief communication, etc.).

Format and Organization

Manuscripts should be concise and typed double spaced with liberal margins. Organize manuscripts to include the following sections:

- Title Page
- Abstract*
- Introduction
- Materials and Methods
- Results
- Discussion
- Acknowledgment
- References
- Figure Legends
- Tables and Figures
- Appendix and Data Supplements

*Abstracts are not required for Letters, Case Reports, Editorials, or Images in Rheumatology.

The manuscript, accompanying tables, and figures should be prepared for online submission and review using conventional software. Number each page, including tables and figure legends, in sequence. Manuscripts, tables, figures, data supplements, and appendix should be submitted as separate files.

Indicate the main sections of the manuscript by side headings. Arabic numerals should be used throughout the manuscript but spelled out at the beginning of sentences.

Details of Format and Organization

Title Page

Title page should be prepared in the following order:

- Full title of manuscript, which should be concise but informative (up to 20 words).
- Complete given names and surnames of all authors, with applicable ORCID ID.
- Key Indexing Terms (maximum of 6; must be MeSH terms)
- Name of department(s) and institution(s) to which the work should be attributed.
- The source(s) of support in the form of grants or industrial support.
- Conflict of interest.
- Initials, surnames, appointments, and highest academic degrees of all authors.
- Name and address of author responsible for correspondence.
- A short running head (maximum of 4 words).

Abstract

Full-length manuscripts (250 words) and brief communication articles (100 words) must include a structured abstract in the title page section of the manuscript document, briefly describing Objective, Methods, Results, and Conclusion.

Review article summaries (150 words) should be provided in unstructured paragraph format.

Acknowledgment

Acknowledgment, if applicable, should be added after the Discussion of the paper and before the references. It should not acknowledge grant or industrial support for fellowship awards, all of which should appear on the title page.
References

Authors are responsible for the accuracy of references, which must be verified against original sources in the manuscript and on the page proof.

Number references consecutively in the order in which they are mentioned in the text. Identify references in text, tables, and legends by Arabic numerals (in parentheses). For references cited only in tables or figure legends, number references consecutively in the order in which they appear in the text.

Use abbreviations for titles of medical journals that conform to those in Medline.

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Abstracts. Avoid using abstracts as references whenever possible; “unpublished observations” and “personal communication” may not be used as references, although references to written, not verbal, communications may be inserted (in parentheses) in the text.

Examples of correct forms of references are given below:


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Figures

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1. Figure labels should be
   - sized in proportion to the figure
   - in upper case
   - complete for all data presented in the figures

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   - Figures are printed in black in white unless color is necessary for proper interpretation (at the Editor’s discretion)
   - Authors must bear the costs of color printing ($750/page)
   - Black and white TIFF files must be saved as grayscale
   - Color figures must be saved as CMYK (not RGB)

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Line art (charts, diagrams, etc.). Avoid the use of solid and shaded backgrounds, and fill effects. To aid in clear interpretation of figures, ensure that patterns are clearly distinguished from each other.

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2. For publication: High-resolution figures are required upon acceptance. Our preferred file format for half-tone figures is TIFF (minimum 300 pixels/inch at 42 picas/7 in/17 cm).

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Uploading figures. All figures should be uploaded as separate files to our online submission system on ScholarOne. In order to ensure that files will be uploaded, please flatten your TIFF files and compress them (save each file as LZW under Image Compression in Photoshop).

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Table legends. Include explanations of any symbols in the table (*, #, etc.), as well as definitions of all abbreviations found in the table.

References. References that are cited only in tables should follow the numbering of references based on the sequence that the table appears in the text.

Uploading tables. All tables should be uploaded as separate files to our online submission system on ScholarOne.

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Original and substantial research material exceeding one printed page that would otherwise be presented in an appendix may be included in the submission as a data supplement. Intended for online-only publication, data supplements contain supplementary information not essential to the understanding of the conclusions of the paper, such as more detailed methods, extended datasets/analysis, or additional figures. Supplementary tables and figures should be noted in the manuscript in numerical order. A flat fee of $150 to process online-only data supplements will apply.
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