Author Guideline: Preparation of Papers for Publication in Frontiers in Health Informatics (Font: Cambria B 14)

First A. Author[1], Second B. Author[2], and Third C. Author[*, 3] (There is no limitation for number of authors)

1 Department, Faculty, University, City, Country, Orcid ID
2 Department, Faculty, University, City, Country, Orcid ID
3 Department, Faculty, University, City, Country, Orcid ID

Abstract — (It should be structured as following)

Introduction: These instructions (new version, as of May 2018) provide guidelines for preparing papers for the Frontiers in Health Informatics (Front Health Inform). Use this document as a template with Microsoft Word 6.0 or later. Define all symbols used in the abstract.

Materials and Methods: Do not cite references in the abstract. The abstract body should be in Times New Roman, 10 pt. Italic and not in bold type.

Results: The abstract should write in 250-300 words Do not use italic or underline format.

Conclusion: The abstract must including introduction, material and methods, results and conclusion as its subheadings.

Keywords — five key words or phrases in order of importance, separated by commas, used to compile the subject index for the last issue for the year.

INTRODUCTION

This document is a template for Microsoft Word versions 2010 or later. Failure to read, understand and follow all aspects of these instructions, especially formatting, is a major cause for rejections.

The objective of this document is to provide a template for the preparation of a paper for publication in the Frontiers in Health Informatics (Front Health Inform). The use of this template and its included styles for the parts of the document will ensure the professional appearance of your paper as well as providing a uniform digital source from which to satisfy the electronic publication requirements of Frontiers in Health Informatics (Front Health Inform).

PROCEDURE FOR PAPER SUBMISSION

This section covers the details regarding preparation of your manuscript for submission, the submission procedure, review process and copyright information.

A. Preparation of Manuscript

In the interest of speed and economy, the Frontiers in Health Informatics (Front Health Inform) uses directly this electronic template as furnished by the author. For your information, page size is A4. All figures and tables should have adequate titles or captions, and must be integrally placed at their proper location(s) in the text. For the benefit of the readers, the figures, tables, graphs and photos should be placed near the corresponding text*; that is, not accumulated at the end of the text or at the end of the manuscript*. Further information on Figures and Tables can be found in related next Sections.

Do not include any blank pages either at the beginning or end of your manuscript, or any messages to the editor or reviewers in your submission. Do not leave any excessive white/unused spaces in your paper. Due care should be exercised to avoid the use of abbreviations and phrases which may not be familiar to all readers. All abbreviations and phrases need to be suitably defined in the text, usually, the first time they occur. Please view the table below for a summary on currently accepted article types and general manuscript style guidelines.

	Abstract (max. length)	Running title (5 words)	Figures and/or tables (combined)	Manuscript (max. length)	Peer review	Author fees
Original Research	300 words	✔	10	5000 words	✔	✘
Review	300 words	✔	10	10000 words	✔	✘
Letter to editor	300 words	✔	0	1500 words*	✔	✘

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Innovation in Health Informatics	300 words	✔	10	2000 words	✔	✘

Page numbers and page headings are not to be added by authors. Only those who personally write the paper are to be listed as authors. The efforts of the persons who contributed to the project described, or who otherwise provide help to the author(s) may be recognized in an Acknowledgments section at the end of the paper.

Manuscripts should include the following subtitles:
-Structured abstract (at most 250-300 words)
-Introduction
-Material and Methods
-Results
-Discussion
-Conclusion
-Acknowledgment (if applicable)
-Conflict of interest
-Authors contribution
- Financial Support
-References (in Vancouver style)

B. Submission Procedure

The *only* acceptable electronic format is *Word 2010 or later* (.doc or .docx). The title of the electronic file should include the last name of the first author; i.e., smith.doc. Papers must be submitted electronically to the following web site: http://ijmi.ir/index.php/IJMI/login. Before submitting your manuscript, please register in the journal website as an author. The web site will require you to enter information about the paper as well as contact information. Upon successful submission of the paper, an automatic email confirmation will be sent to the authors. Please submit main document (without names) as main file and copy right notice, cover letter and main document (with names) as a supplementary files. If there are questions in any part of submission, the prospective author may wish to contact:

General Director
Frontiers in Health Informatics (Front Health Inform)
info@ijmi.ir

C. Submission Timing

There is no deadline for publication since continues issue publish per year and papers would be published upon their acceptance.

D. Review Process

All papers, including resubmitted papers, submitted to the Frontiers in Health Informatics (Front Health Inform) are subject to a thorough double blind review process. The Editors is responsible for coordinating the review among members of the Editorial Board and Editor-in-Chief is responsible for making final decisions on each paper. Authors will be notified by email at the conclusion of this Review Process. *Routine inquiries as to the status of the submitted paper within the Review process or questions about when the issue will be completed and available will not be accommodated.*

If the paper is accepted, there is last opportunity to make any changes from what was originally submitted. What was approved by corresponding author is what will be published on Frontiers in Health Informatics (Front Health Inform).

E. Resubmissions

In cases where the Publications Committee rejects a submission, resubmission may be encouraged. The only way to resubmit a corrected manuscript is via the same web site.

F. Copyright and cover letter

Please see copyright notice on our website. Then Print and Sign it, after that scan it (PDF preferred)

And finally, upload it as supplementary file in the submission page. Do the same for cover letter.

Sample text of copyright notice and cover letter is attached at the end of this document.

G. Open-Access Policy

Where papers are accepted, an acceptance letter will be sent based on corresponding author request. All papers will be published as open access.

CRITERIA FOR PUBLICATION

The Frontiers in Health Informatics (Front Health Inform) publishes papers presenting *new technology* that is relevant, interesting, enlightening and instructive for scientists, students and professionals who are especially involved in the field of MEDICAL INFORMATICS. It should be emphasized that new technology does not simply imply new product development where unusual technical achievement has been attained. The key factor is the emphasis placed on the *technology* rather than the product.

The scope of the journal encompasses (but is not restricted to):
- Information systems, including national or international registration systems, hospital information systems, departmental and/or physician's office systems, document handling systems, electronic medical record systems, standardization, systems integration, etc.;

- Image Processing, including new algorithm development to detect lesions or diagnose diseases, implement or modify methods or algorithms, etc.;

- Computer-aided medical decision support systems using heuristic, algorithmic and/or statistical methods as exemplified in decision theory, protocol development, artificial intelligence, etc.;

- Health Information Management and Health Information Technology;

- Educational computer based programs;

- Library and information sciences;

- Health technology assessment;

- Other related fields;

From time to time the Editor may decide that a particular issue should be devoted to a single theme or topic and guest editors will be asked to review a range of papers relating to that theme or topic.

All evidence of commercialism is to be meticulously avoided in the title, text, tables and figures of the paper. This includes company names, trademarks and commercial part numbers. It is appropriate to put the company affiliation of the authors(s), along with email addresses within the footnote on the first page, as indicated by this template. *All commercial part numbers, whether the subject of the paper or not, are to be avoided in the title, text, tables and illustrations*. No commercial names or part numbers are now allowed in the footnote.

The Frontiers in Health Informatics (Front Health Inform) must convey a professional approach to its readers and attempts at injecting commercialism in papers presented for publication have been, and will continue to be, adequate cause for rejection.

MATH

When using *Word,* use the Microsoft Equation Editor for equations in your paper (Insert | Object | Create New | Microsoft Equation). “Float over text” should *not* be selected.

UNITS

Use SI (MKS) as primary units. Imperial units may be used as secondary units (in parentheses). For example, write “15 Gbit/cm^2 (100 Gbit/in^2).” An exception is when English units are used as identifiers in trade, such as “3½ in disk drive.” Avoid combining SI and CGS units. This often leads to confusion because equations do not balance dimensionally. If you must use mixed units, clearly state the units for each quantity in an equation.

HELPFUL HINTS

H. *Language*

Please note that our official publication language is English. When you use English Language to maintain quality consistent with our formal archival publication, it is required that all submissions conform to the style and formal grammar rules of the English language. For this reason, it is encouraged that all authors whose native language is other than English to enlist the services of a native language speaking colleague or associate to review and edit your submission. Improper use of the English language will continue to be a sufficient reason for rejection.

The paper should be written in the 3rd person style, therefore avoid "we", "us", "I", etc.

When a manuscript submitted in Farsi language, it is translated and published in English language if accepted by reviewers. This process is free of charge.

I. Figures and Tables

It is preferable to keep figures and tables in line with text. Make the caption bold. Resize the illustration as necessary. Insert a paragraph mark (hit "enter") immediately after the illustration. Start the caption on the next line (no blank line between illustration and caption). The above procedure will prevent the illustration and caption from becoming disassociated across page boundaries while also preventing them from jumping to another part of the document when different printer drivers or versions of Word are used. Do not use unusual fonts in the text of any figure or table; they will not reproduce correctly.

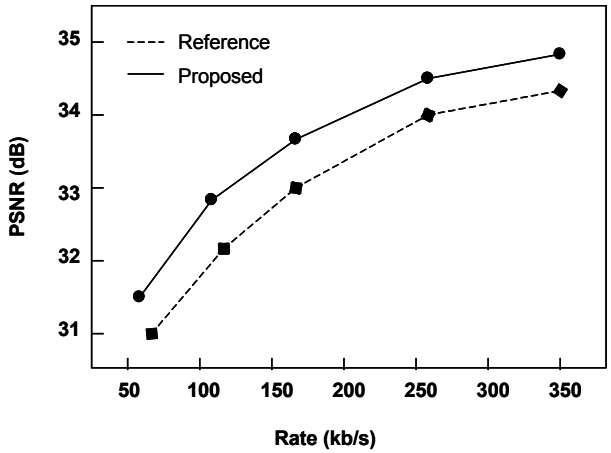

Fig 1: Rate-Distortion curves comparing Reference and Proposed algorithms. Note that "Fig" is abbreviated. There is a : after the figure number, followed by one spaces. It is good practice to explain the significance of the figure.

Place figure captions below the figures, as indicated in Fig 1. Place table titles above the tables, as illustrated in Table 1, and using the table format as per Table 1.

If your figure has two parts, for example, include the labels "(a)" and "(b)" as part of the artwork. Please verify that figures and tables that you mention in the text actually exist. Use the abbreviation "Fig" even at the beginning of a sentence. Do not abbreviate "Table." Tables are numbered. See Fig 1 for an example of an illustration.

TABLE 1: UNITS AND CORRESPONDING SYMBOLS

Unit	Unit Symbol
megabytes per second	MB/s
Kilohertz	kHz
Nanosecond	ns

Figure axis labels are often a source of confusion. Use words rather than symbols. As an example, write the quantity "Rate," or "Rate, *R*," not just "*R*." Put units in parentheses. Do not label axes only with units. As in Fig. 1, for example, write "Rate (kb/s)" or "PSNR (dB)." Do not label axes with a ratio of quantities and units. For example, write "PSNR (dB)," not "PSNR/dB."

Multipliers can be especially confusing. Write "Rate (kb/s)" or "Rate (10^3 b/s)," not "Rate (b/s) × 1000." Figure labels should be legible, approximately 8 to 12 point type.

J. References

Number citations/references consecutively in square brackets [1]. The sentence punctuation follows the brackets [2]. Where more than one reference is cited, separate by a comma—for example, [1, 4, 39]. For sequences of consecutive numbers, give the first and last number of the sequence separated by a hyphen—for example, [1-5].

K. Reference list

References must be numbered consecutively in the order in which they are mentioned in the text in the [slightly modified] Vancouver style (see example below). Only papers published or in press should be included in the reference list. References must follow the [slightly modified] Vancouver style. Use one space only between words up to the year and then no spaces. The journal title should be in abbreviated according to the style of Medline. If the journal is not listed in Medline then it should be written out in full. List the names and initials of all authors if there are 6 or fewer; otherwise list the first 6 and add et al. Authors highly invited to use EndNote software.

Example references: (write 6 authors, more than 6 authors, please write et al.)

Journal article

13 Koziol-Mclain J, Brand D, Morgan D. Measuring injury risk factors: Question reliability in a statewide sample. Inj Prev 2000; 6: 148–50.

Chapter in book

14 Nagin D. General deterrence: A review of the empirical evidence. In: Blumstein A, Cohen J, Nagin D, eds. Deterrence and incapacitation: Estimating the effects of criminal sanctions on crime rates. Washington, DC: National Academy of Sciences. 1978.

Book

15 Howland J. Preventing automobile injury: New Findings From Evaluative Research. Dover, MA: Auburn House Publishing Company. 1988.

Abstract/supplement

16 Roxburgh J, Cooke RA, Deverall P. Haemodynamic function of the carbomedics bileaflet prosthesis [abstract]. Br Heart J. 1995; 73(Suppl 2): 37.

Electronic citations

Websites are referenced with their URL and access date, and as much other information as is available. Access date is important as websites can be updated and URLs change. The "date accessed" can be later than the acceptance date of the paper, and it can be just the month accessed.

Electronic journal articles

Morse SS. Factors in the emergency of infectious diseases. Emerg Infect Dis 1995; 1(1). Available from: www.cdc.gov/nciod/EID/vol1no1/morse.htm (accessed 5 Jun 1998).

Electronic letters

Bloggs J. Title of letter. Journal name Online [eLetter] Date of publication. url

eg: Krishnamoorthy KM, Dash PK. Novel approach to transseptal puncture. Heart Online [eLetter] 18 September 2001. http://heart.bmj.com/cgi/eletters/86/5/e11#EL1

PLEASE NOTE: RESPONSIBILITY FOR THE ACCURACY AND COMPLETENESS OF REFERENCES RESTS ENTIRELY WITH THE AUTHORS.

L. Abbreviations and Acronyms

Define abbreviations and acronyms the first time they are used in the text, even after they have already been defined in the abstract. Abbreviations that incorporate periods should not have spaces: write “C.N.R.S.,” not “C. N. R. S.” Do not use abbreviations in the title unless they are unavoidable.

M. Equations

Number equations consecutively with equation numbers in parentheses flush with the right margin, as in (1). First use the equation editor to create the equation. Then select the “Equation” markup style. Press the tab key and write the equation number in parentheses. Use parentheses to avoid ambiguities in denominators. Punctuate equations when they are part of a sentence, as in

$$\int_0^{r_2} F(r,\varphi)\, dr\, d\varphi = [\sigma r_2 / (2\mu_0)] \cdot \int_0^{\infty} \exp(-\lambda\,|\,z_j - z_i\,|)\,\lambda^{-1} J_1(\lambda r_2)\, J_0(\lambda r_i)\, d\lambda\,. \tag{1}$$

Be sure that the symbols in your equation have been defined before the equation appears or immediately following. Italicize symbols. Refer to "(1)," not "Eq. (1)" or "equation (1)," except at the beginning of a sentence: "Equation (1) is ... ."

N. Other Recommendations

Use one space after periods and colons. Hyphenate complex modifiers: "zero-field-cooled magnetization." Avoid dangling participles, such as, "Using (1), the potential was calculated." [It is not clear who or what used (1).] Write instead, "The potential was calculated by using (1)," or "Using (1), the potential was calculated ..."

Use a zero before decimal points: "0.25," not ".25." Use "cm^3," not "cc." Indicate sample dimensions as "0.1 cm × 0.2 cm," not "0.1 × 0.2 cm^2." The abbreviation for "seconds" is "s," not "sec." Do not mix complete spellings and abbreviations of units: use "Mb/s" or "megabits per second," not "megabits/s." When expressing a range of values, write "7 to 9" or "7-9," not "7~9."

A parenthetical statement at the end of a sentence is punctuated outside of the closing parenthesis (like this). (A parenthetical sentence is punctuated within the parentheses.) In American English, periods and commas are within quotation marks, like "this period." Other punctuation is "outside"! Avoid contractions; for example, write "do not" instead of "don't." The serial comma is preferred: "A, B, and C" instead of "A, B and C."

Remember to check spelling. If your native language is not English, please get a native English-speaking colleague to proofread your paper. Many papers are rejected for poor use of the English language or simple spelling errors.

CONCLUSION

Although a conclusion may review the main points of the paper, do not replicate the abstract as the conclusion. A conclusion might elaborate on the importance of the work or suggest applications and extensions.

ACKNOWLEDGMENT

The preferred spelling of the word "acknowledgment" in American English is without an "e" after the "g." Use the singular heading even if you have many acknowledgments. Avoid expressions such as "One of us (S.B.A.) would like to thank ... ." Instead, write "S.B.A. thanks ...."

REFERENCES

Note: Internet websites are not permitted as references in archival publications because they are subject to change. Authors need to use the format and style of the reference list as:

1 Koziol-Mclain J, Brand D, Morgan D, et al. Measuring injury risk factors: question reliability in a statewide sample. Inj Prev 2000;6:148–50.
2 Nagin D. General deterrence: a review of the empirical evidence. In: Blumstein A, Cohen J, Nagin D, eds. Deterrence and Incapacitation: Estimating the Effects of Criminal Sanctions on Crime Rates. Washington, DC: National Academy of Sciences 1978:95–139.
3 Howland J. Preventing Automobile Injury: New Findings From Evaluative Research. Dover, MA: Auburn House Publishing Company 1988:163–96.
4 Roxburgh J, Cooke RA, Deverall P, et al. Haemodynamic function of the carbomedics bileaflet prosthesis [abstract]. Br Heart J 1995;73(Suppl 2):P37.
5 Brand D, Morgan D, et al. Measuring injury risk factors: question reliability in a statewide sample. Inj Prev 2000;6:148–50.

Cover letter sample:

Date:

Editorial Department of Frontiers in Health Informatics (Front Health Inform)

Dear Editor in Chief, Frontiers in Health Informatics (Front Health Inform):

I am submitting a manuscript for consideration of possible publication in Frontiers in Health Informatics (Front Health Inform)**. The manuscript is entitled "…….".**

It should be declared that this manuscript has not been published elsewhere and that it has not been submitted simultaneously for publication elsewhere. Please write your contribution.

Thank you very much for your consideration.

Sincerely Yors,

Title:

Affliation:

address

Tel.:

E-mail:

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Title of Article/Paper:

Publication in Which Article Is to Appear: Frontiers in Health Informatics (Front Health Inform)

Authors Name (s):

The undersigned, as relating creator for the benefit all things considered. Wanting to distribute the above article/paper in Frontiers in Health Informatics (Front Health Inform), hereby move their copyrights in the above article/paper to the Frontiers in Health Informatics (Front Health Inform) so as to manage future solicitations for reprints, interpretations, treasury, multiplications, portions and different productions. This concede will incorporate, without confinement, the whole copyright in the article/paper in all nations of the world, including all recharges, augmentations, and inversions thereof. Regardless of whether such rights current exist or in the future become effective, and furthermore the restrictive ideal to make electronic forms of the article/paper, to the degree that such right isn't subsumed under copyright. The undersigned warrants that they are the sole writer and proprietor of the copyright in the above article/paper. Aside from those segments appeared to be in citations; that the article/paper is unique all through; and that the undersigned appropriate to make the stipends put forward above is finished and unrestricted. In the event that anybody brings any case or activity charging realities that, assuming genuine, comprise a rupture of any of the previous guarantees, the undersigned will hold innocuous and reimbursement Frontiers in Health Informatics (Front Health Inform), their grantees, their licensees, and their merchants against any risk, regardless of whether under judgment, announcement, or bargain, and any legitimate charges and costs emerging out of that case or activities, and the undersigned will participate completely in any barrier Frontiers in Health Informatics (Front Health Inform) may make to such case or activities. Also, the undersigned consents to coordinate in any case or other activity trying to secure or implement any privilege the undersigned has allowed to Frontiers in Health Informatics (Front Health Inform) in the article/paper. In the event that any such case or activity falls flat in light of certainties that comprise a rupture of any of the previous guarantees, the undersigned consents to repay whomever brings such case or activity for costs and lawyers' charges caused in that. At last, this paper is our unique unpublished work and it has not been submitted to some other journal for surveys

Corresponding Author:

Date: