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# EDITORIAL & PUBLISHING

**Policies** 



# Preface

Our policies act as evidence of the research quality at the Youth Medical Journal (YMJ). Among authors, journal editors, peer reviewers, publishers, and societies, we emphasize ethical conduct, promote an environment of mutual respect and dignity without discrimination, harassment, bullying, or retaliation.

The policies are based on the *Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals* from the International Council of Medical Journal Editors (also referred to as ICMJE), the Principles of Transparency and Best Practices in Scholarly Publishing by the Committee on Publication Ethics (COPE), the Directory of Open Access Journals (DOAJ), the Open Access Scholarly Publishing Association (OASPA), and the World Association of Medical Editors (WAME) as well as the *Consolidated Standards of Reporting Trials* statement by the *Enhancing the Quality and Transparency of health research* (EQUATOR) Network.

In accordance with the best practices in research, the journal upholds the highest possible standards for data management, figure preparation, reproducibility and reporting guidelines with the budget of YMJ. Beyond local legal or ethical frameworks, we enforce standards that maximize scientific accuracy and precision. Issues regarding corrective measures, retractions or expressions of concern are adressed in compliance with the recommendations from the Committee on Publication Ethics. Lastly, we reserve the right to communicate with the institutions of authors, ensuring a comprehensive approach to maintaining ethical standards within our academic network.

These policies are subject to periodic review and may be revised as necessary to reflect changes in the scholarly publishing landscape and evolving best practices. Authors, reviewers, and editorial board members will be notified of any significant changes to the journal's policies.

DISCLAIMER: Manuscripts published before the 26th of June 2024 do not follow our current policies. Furthermore, some parts of the policies have been written with help from artificial intelligence chatbots for the sake of reopening submissions as quickly as possible, while a non-artificial intelligence version is being developed.



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# Author- & Contributorship

Contributors to a manuscript are collectively responsible for agreeing on who should and should not be listed as authors and/or contributors as well as in what order. Determining author- and contributorship is important, as individuals who have contributed significantly to an article will be credited. Additionally, authors must understand the implications of their work in academic, financial and social settings.

# Authorship criteria

As per the recommendations of the ICMJE, authors are defined on the basis of the following criteria:

- Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; **AND**
- Drafting the work or reviewing it critically for important intellectual content; AND
- Final approval of the version to be published; **AND**
- 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.

In situations where these criteria are not met, the individuals in question *cannot* be considered authors.<sup>1</sup>

<sup>&</sup>lt;sup>1</sup> YMJ only accepts original research and commentaries



# Author types

The authors listed on a publication represent the culmination of research efforts of the manuscript in question. However, understanding the diverse roles behind these individuals is crucial for understanding the significance of the contributions.

## First author

Also referred to as: Lead author

The first author of a manuscript is, as the title suggests, the most significant contributor to the research project. Therefore, the following authors of the first author have typically contributed less the later they are mentioned. For example, if three authors have contributed to a paper, the author mentioned first has contributed the most and the second author has contributed less than the first author, but more than the third author and the last author has contributed the least. Furthermore, first authors usually lead the research projects associated with the submitted manuscript(s). For that reason, they assume principal responsibility for the research integrity and dissemination.

## Co-authors

The individuals that fulfill the authorship criteria without leading the process of preparing the manuscript and have equal responsibility for the outcome of the research are defined as co-authors. The main difference between first authors and co-authors is that the first author developed the research idea.

## Corresponding authors

Contributors who are responsible for selected administrative tasks that involve communicating with the journal are the corresponding authors. The tasks include but are not limited to:

- Fully preparing the manuscript to be submitted
- Ensuring adherence to guidelines and policies
- Post-publication, the corresponding author remains the main contact person with regards to the content of the research.



# Other authorship categories

The above mentioned types of authors are the only ones accepted at Youth Medical Journal. However, gift, guest and ghost authorships exist and they are strongly discouraged and prohibited at the journal. They may stem from coercive authorships.

## Gift authorship

A person receiving authorship when the person does not meet the criteria for authorship is a gifted authorship.

## Guest authorship

Guest authorships are given to a well-known researcher in hopes of increasing the likelihood of the submission to be accepted.

## Ghost authorship

When a person meets the authorship criteria, but is not listed as an author then it is considered to be a ghost authorship.

## Coercive authorship

Some prohibited authorships may be a result of coercive authorship, which is when an individual with higher status forces the true author(s) to list said individual's name on the manuscript.



# Changes in Authorship

Authors are expected to adhere to ethical guidelines and best practices when considering changes to the authorship of a manuscript.

## Requesting Changes in Authorship

Any requests for changes in authorship, including additions, removals, or alterations to the order of authors, must be justified and agreed upon by all parties involved. Authors should provide clear explanations for any changes and disclose any potential conflicts of interest that may arise.

The journal requires authors to submit a formal request for changes in authorship, accompanied by a detailed explanation of the reasons for the proposed changes. The editorial team will review the request and assess its validity and ethical implications before making a decision.

## **Ethical Considerations**

Authors are reminded of their ethical responsibility to accurately represent their contributions to the research and to acknowledge the contributions of others appropriately. Changes in authorship should not be made lightly and should be based on valid reasons supported by all parties involved.

## **Deceased Authors**

In the unfortunate event of an author passing away during the publication process, the journal acknowledges the contributions of deceased authors to the research and ensures their recognition and attribution in the published work.

## Notification and Documentation

The other co-authors should notify the journal's editorial team of the author's passing and provide appropriate documentation, such as a death certificate or obituary, to verify the information.

Deceased authors will continue to be listed as contributors to the research, and their names will be included in the authorship attribution in accordance with their contributions to the study.



Any changes or updates to the authorship details due to the passing of an author will be handled with sensitivity and in consultation with the co-authors and potential stakeholders.

# Name Changes

Authors may undergo name changes due to various reasons, including marriage, gender transition, or personal preference.

## Requesting Name Changes

Authors wishing to update their names on previously published articles are invited to submit a formal request to the journal's editorial team. This request should be accompanied by appropriate documentation supporting the name change, such as a marriage certificate or legal documentation.

Upon receipt of the request and verification of the documentation, the journal will proceed to update the author's name in the published article.

# Acknowledging contributions

All authors are collectively responsible for declaring authorship in both the submission process as well as on the publication. A systematic way to accomplish this is by using the "Contributor Roles Taxonomy" (CRediT).

For information on how to use it, <u>visit this link</u>. If you would like to learn more about the reasoning behind it, <u>please read this article</u>.

## Affiliation Disclosure

Furthermore, when submitting work to the journal, all authors mentioned must list their affiliation within the timeframe of when and where the work was conducted. If a person lacks institutional/organizational affiliation, they have to list their academic status as a replacement.

# **Acknowledging Non-Authors**

In the case of contributors that do not meet the authorship criteria, so-called non-authors, may only be mentioned in a separate "Acknowledgements" section at the end of the manuscript.



## Resolving Authorship Disputes

In the case of author disputes arising, YMJ follows the <u>guidelines outlined by COPE</u>. To avoid such instances, please agree on authorship as early as possible and adjust as needed along the way.

## Staff Involvement

To maintain the integrity and impartiality of the peer review process, staff members of the journal are prohibited from being listed as authors on research articles published in the journal.

## Staff Contributions

While staff members may contribute significantly to the editorial and administrative processes of the journal, their involvement does not qualify them for authorship on research articles. Any contributions made by staff members to the research project should be acknowledged in the acknowledgments section of the manuscript.

## **Ethical Guidelines for Contributions**

Authors are encouraged to adhere to ethical guidelines and best practices in acknowledging the contributions of individuals who have provided support or assistance during the research process.

## Verification of Authorship Eligibility

The journal's editorial team reserves the right to verify authorship eligibility and may request clarification or additional information regarding the contributions of individuals involved in the research project. All decisions regarding authorship are made in accordance with ethical principles and scholarly standards.



# Copyright, Licenses & Intellectual Property

The following subsections explains our policies for copyright, licenses and intellectual property.

# Copyright and Licensing

Authors retain the copyright and the intellectual property rights to their work and self-produced data published in the Youth Medical Journal. By submitting their work to the journal, authors grant the Youth Medical Journal a non-exclusive license to publish the work. Authors are responsible for obtaining all necessary permissions for any third-party material included in their work and use the data for the purpose of publishing and communicating findings. Proper attribution must be given to the original source of any material reproduced in the manuscript.

## Data Access and Permissions

Upon request, authors should be prepared to provide access to the data supporting their published findings for a reasonable period after publication. Access to data may be subject to certain restrictions to protect sensitive information or proprietary interests.

## Reproduction and Distribution

Reproduction and distribution of published articles are permitted for non-commercial purposes, provided proper attribution is given to the original work and the journal. Commercial use of the published work requires prior permission from both the author(s) and the journal.

# Depositing Manuscripts in Repositories

Authors are encouraged to deposit a copy of their published manuscript in institutional or subject-based repositories to ensure long-term accessibility and preservation of their work.



# Open Access and Licensing

The journal is categorized as being Diamond Open Access, given that there are no article processing charges or any fees for reading articles. Therefore, articles published in the Youth Medical Journal after the 26th of June 2024 (06-26-2024) are licensed under a Creative Commons Attribution-NonCommercial 4.0 International License (CC BY-NC 4.0).

This license allows others to share and adapt the work for non-commercial purposes, provided they give appropriate credit to the original author(s) and the journal. Commercial use of the published work requires prior permission from both the author(s) and the journal. The journal may consider granting commercial use licenses on a case-by-case basis.

# Research and Publication Ethics

Ethical considerations in research encompass a broad spectrum of principles and practices aimed at protecting the rights, welfare, and dignity of research participants. Researchers are obligated to conduct their investigations ethically, ensuring the well-being of human subjects and adhering to ethical guidelines and regulatory frameworks. This includes obtaining informed consent, protecting confidentiality, minimizing harm, and disclosing any potential conflicts of interest.

Publication ethics govern the process of communicating research findings, ensuring the credibility and trustworthiness of published work. Authors are expected to uphold ethical standards in reporting their research, including accurate representation of data, proper citation and attribution, and disclosure of potential conflicts of interest. Editors and reviewers play a pivotal role in safeguarding publication ethics by conducting fair, impartial, and rigorous evaluations of manuscripts and maintaining editorial standards.

# Investigation of Questionable Research Practices

Authors, reviewers, and other stakeholders are encouraged to report any concerns or suspicions of misconduct to the journal's editorial team for investigation.

Investigations of questionable research practices will be conducted in a fair, impartial, and transparent manner. Authors accused of misconduct will be given an opportunity to respond to the allegations and provide evidence in their defense. Depending on the severity of the misconduct, sanctions may include rejection of the manuscript, retraction of published articles, or prohibition from future submission to the journal.



# Conflicts of Interest

Authors, reviewers, and editorial board members must disclose any potential conflicts of interest that may influence their work or decision-making process.

# Author Disclosure & Management of Disclosed Conflicts

Authors should include a statement disclosing any potential conflicts of interest in their manuscript, specifying the nature of the conflict and its potential impact on the research or publication. This statement should be included in the manuscript submission and prominently displayed in the published article. Please refer to our submission guidelines to declare conflicts of interests correctly. Conflicts of interest may include financial relationships, professional affiliations, personal biases, or other circumstances that could affect the objectivity or integrity of the research or publication.

Conflicts of interest disclosed by authors, reviewers, or editorial board members will be managed transparently and impartially. Depending on the nature and severity of the conflict, measures may include recusal from the review process, declaration of the conflict in published works, or other appropriate actions to mitigate bias or undue influence.

# Reviewer and Editor Responsibilities

Reviewers and editors should decline to participate in the review or editorial process if they have a personal or professional relationship with the author(s) that could compromise their impartiality or objectivity. Reviewers and editors should also refrain from using unpublished material for personal gain or advantage.



# Fabrication, Falsification, and Image Manipulation

Fabrication involves the invention or alteration of data, results, or experimental procedures. Falsification entails manipulating research materials, equipment, or processes to misrepresent the findings. Image manipulation involves altering or falsifying images, graphs, or figures to deceive readers or present false conclusions.

# Commitment to Integrity & Consequences of Misconduct

Authors are required to uphold the highest standards of honesty and transparency in their research submissions. Fabrication, falsification, or image manipulation in any form is strictly prohibited. Authors must provide original and accurate data, results, and images, and any manipulation or alteration must be clearly disclosed and justified.

Failure to adhere to these standards may result in the rejection of manuscripts and potential sanctions.

# Plagiarism, Duplicate/Redundant Publication, Text Recycling, and Translations

Plagiarism involves presenting another person's ideas, words, or work as one's own without appropriate attribution. Duplicate or redundant publication occurs when researchers submit the same manuscript or substantial parts of it to multiple journals simultaneously or in succession without disclosure. Text recycling, also known as self-plagiarism, involves reusing significant portions of one's previously published work without proper citation or acknowledgment. Translations of research findings must be properly credited to the original source to avoid misleading readers about the ownership of the content.

# **Author Obligations**

Authors submitting manuscripts to the journal must uphold the originality and reliability of their work and comply with ethical guidelines regarding plagiarism, duplicate publication, text recycling, translations, and falsification. All sources must be appropriately cited as described in our submission guidelines, and any reuse of previously published material must be disclosed and justified.



## **Investigation & Consequences**

Any suspected instances of plagiarism, duplicate publication, text recycling, translations without acknowledgment, or falsification will undergo thorough investigation. Manuscripts found to violate these ethical standards will face rejection or retraction, and appropriate sanctions may be imposed on the authors.

# Hazardous Materials, Risks, and Biosecurity

The use of hazardous materials in research presents potential risks to researchers, the environment, and public health. Authors must prioritize safety and adhere to biosecurity protocols when working with hazardous materials. This is particularly important for inexperienced researchers who may be less familiar with safety procedures and risk management.

# Risk Assessment & Safety Measures

Authors should conduct thorough risk assessments and implement appropriate safety measures to mitigate hazards associated with their research. This includes proper handling, storage, and disposal of hazardous substances, as well as compliance with relevant regulations and guidelines.

Inexperienced researchers are encouraged to seek guidance from experienced mentors or supervisors and undergo appropriate training in laboratory safety and biosecurity measures.

# Bias-Free Language

The use of bias-free language is fundamental in scientific discourse to ensure equity, accuracy, and inclusivity in communication. Bias-free language refers to the conscious avoidance of language that reinforces stereotypes, discriminates, or marginalizes individuals or groups based on factors such as race, ethnicity, gender, sexual orientation, disability, or socioeconomic status. By employing bias-free language, researchers promote a more respectful and inclusive research environment, fostering collaboration and understanding among diverse communities.



# **Expectations for Authors**

Authors submitting manuscripts to the journal are expected to use language that reflects sensitivity and respect for all individuals, regardless of their background or identity. This includes avoiding terms or expressions that perpetuate stereotypes or stigmatize certain groups. Authors should strive for neutrality and objectivity in their writing, using terminology that accurately reflects the diversity and complexity of human experiences.

# Research Funding Disclosure

Authors submitting manuscripts to the journal are required to disclose all sources of funding that supported their research. This includes grants, contracts, sponsorships, or any other financial contributions that may have influenced the research process or outcomes.

# Importance of Full Disclosure & Consequences of Non-Disclosure

Full disclosure of funding sources allows readers to assess potential conflicts of interest and evaluate the credibility and objectivity of the research findings. Authors should provide detailed information about the funding sources, including grant numbers, funding agencies, and any conditions or agreements associated with the funding.

Failure to disclose funding sources may raise questions about the impartiality and credibility of the research and may result in the rejection of manuscripts.

## **Statistics**

Sound statistical methods are essential for the validity and reliability of research findings. Authors submitting manuscripts to the journal should utilize appropriate statistical techniques and procedures to analyze their data accurately. This encompasses various aspects, including study design, sample size determination, data collection, and statistical analysis.



# **Detailing Statistical Methods**

Authors should provide sufficient detail about the statistical methods used in their research, including assumptions, limitations, and any adjustments made to account for potential biases or confounding factors. Transparent reporting of statistical analyses enables readers to evaluate the robustness and credibility of the research findings.

# Seeking Statistical Guidance

Researchers who are less familiar with statistical methods are encouraged to seek guidance from statisticians or consult resources on statistical analysis.

# **Dual Use Research of Concern**

Dual Use Research of Concern (DURC) refers to scientific research with the potential for both beneficial and harmful outcomes. This type of research often involves topics such as infectious diseases, bioterrorism agents, or technologies with dual-use applications. Authors conducting research with dual-use implications must carefully consider the ethical, safety, and security implications of their work.

# Risk Assessment & Safety Measures

Researchers are expected to conduct thorough risk assessments and implement appropriate safety measures to mitigate potential risks associated with DURC. This includes adherence to relevant biosecurity protocols, risk management strategies, and compliance with regulatory requirements.

## Collaboration & Ethical Considerations

Collaboration with experts in biosecurity, public health, and ethics can help authors address ethical and safety concerns associated with DURC. By prioritizing safety, security, and ethical considerations, researchers can contribute to positive outcomes and minimize potential risks associated with dual-use research.



# Fraud & Malpractice

Authors submitting manuscripts to the journal are expected to adhere to the highest ethical standards and conduct their research with honesty, reliability, and transparency.

## Prohibition of Fraudulent Practices

Fraudulent practices, such as data fabrication, falsification, plagiarism, or other forms of misconduct, are unacceptable and will result in the rejection of manuscripts and potential sanctions against the authors.

# Handling Allegations of Misconduct

The journal takes allegations of fraud and malpractice seriously and will investigate any reports of misconduct thoroughly and impartially. Authors, reviewers, and other stakeholders are encouraged to report suspected instances of fraud or malpractice to the journal's editorial team for investigation.

Sanctions for misconduct may include rejection of manuscripts, retraction of published articles, or prohibition from future submission to the journal.

# Harmful Research Content

Researchers must consider the potential ethical implications and societal impact of their research findings, particularly when dealing with sensitive or controversial topics. Harmful research content may include studies that perpetuate stereotypes, stigmatize marginalized groups, or promote unethical practices.

## **Ethical Reviews & Risk Assessments**

Authors should conduct ethical reviews and risk assessments to identify and mitigate any potential harm associated with their research. Collaboration with relevant stakeholders, including biosecurity experts, policymakers, and community representatives, can help address ethical and safety concerns associated with sensitive research content.



# Personal Data

Respecting the privacy and confidentiality of personal data is paramount in research involving human subjects. Researchers must obtain informed consent from participants and adhere to data protection regulations and ethical guidelines to safeguard the privacy and confidentiality of personal information.

## **Data Security Measures**

This includes anonymizing or de-identifying data to protect the identities of research participants and minimizing the risk of data breaches or unauthorized access.

Researchers should also implement appropriate security measures to ensure the confidentiality and reliability of data throughout the research process, from collection and storage to analysis and dissemination.

# Reproducibility and Robustness

Ensuring that findings can be replicated and validated by independent researchers is crucial for advancing scientific knowledge and driving innovation. Authors are thus tasked with providing comprehensive documentation of their methods, materials, and protocols to facilitate the replication and reproducibility of their results.

# Comprehensive Documentation

This entails not only sharing raw data but also providing detailed descriptions of experimental procedures, analytical methods, and any modifications made during the research process. By enabling transparency and scrutiny of research practices, authors contribute to the validation and verification of their findings, bolstering the confidence of the scientific community in the robustness of their work.

# Research Design & Methodology

Furthermore, robust research design, meticulous methodology, and systematic validation of results are imperative to ensure the reliability and generalizability of research outcomes. Authors are encouraged to conduct rigorous statistical analyses, employ appropriate controls, and address potential confounding variables to strengthen the validity of their conclusions.



# **Preprints**

Preprints are pivotal in the rapid dissemination of research findings, fostering collaboration and accelerating scientific progress. Authors are encouraged to utilize reputable preprint servers, such as arXiv or bioRxiv, to share their work openly and receive timely feedback from the scientific community before formal peer review.

# Designation, Acknowledgment & Updates

Authors should clearly designate their manuscripts as preprints to distinguish them from peer-reviewed publications. While preprints offer valuable opportunities for early dissemination, it's essential for authors to acknowledge the preliminary nature of their findings and the absence of formal peer review.

Authors should update their preprints to reflect any revisions or corrections made during the peer review process, ensuring the accuracy and reliability of their work.

# Systemic Manipulation of the Publication Process

Authors, editors, reviewers, and other stakeholders must uphold ethical standards and resist practices that compromise the quality of the publication process.

# Author, Editor & Responsibilities

Authors should refrain from engaging in actions such as coercive citation practices, honorary authorship, or salami slicing (fragmentation of research into multiple publications for undue credit).

Editors must maintain editorial independence and transparency, avoiding conflicts of interest and ensuring fair and unbiased evaluation of manuscripts.

Reviewers play a crucial role in upholding publication standards by conducting thorough and impartial reviews and identifying any signs of manipulation or unethical behavior. They should report any suspected instances of systemic manipulation to the journal's editorial team for investigation.



# Addressing Manipulation

Any substantiated instances of manipulation will be investigated thoroughly, and appropriate actions will be taken, including rejection of manuscripts, retraction of published articles, and sanctions against responsible parties.

## Theses and Dissertations

Authors are welcome to submit manuscripts based on their theses or dissertations for consideration in the journal, provided that they adhere to ethical guidelines and standards of academic honesty.

# Revision & Expansion

Authors should ensure that manuscripts derived from theses or dissertations undergo substantial revision and expansion to meet the criteria for publication in a peer-reviewed journal. This includes updating literature reviews, refining research methodologies, and incorporating new findings or analyses.

## Disclosure & Citation

Authors should disclose any overlap between the submitted manuscript and their previously published theses or dissertations and provide proper citation and acknowledgment of the original work.

# Conferences, Proceedings, and Abstracts

This section explains our policies regarding conferences, proceedings, and abstracts.

# Manuscripts Based on Conference Proceedings or Abstracts

Manuscripts based on conference proceedings or abstracts are welcome for submission to the journal. Authors should ensure that the submitted manuscripts adhere to the journal's submission guidelines and formatting requirements and undergo appropriate revisions to meet the standards of a peer-reviewed publication.



# **Indicating Conference Origins**

Authors should clearly indicate in their manuscript if it is based on conference proceedings or abstracts, providing appropriate citation and acknowledgment of the original presentation. Any additional data, analyses, or discussions beyond the conference presentation should be clearly delineated.

# **Blogs**

While the journal primarily publishes peer-reviewed research articles, it recognizes the value of blogs as a platform for discussing emerging research, sharing perspectives, and engaging with a broader audience. Authors are encouraged to maintain scholarly blogs to complement their research publications and facilitate discussions on relevant topics.

# Submission of Blog Posts

Blog posts that provide insights, summaries, or reflections on research findings are welcome for submission to the journal. Authors should ensure that the content aligns with the journal's scope and maintains a high standard of scholarly rigor and ethical standards.

# Citation and Originality

Authors should clearly indicate if a blog post is based on previously published research articles and provide appropriate citation and acknowledgment. The content of blog posts should be original and should not overlap substantially with previously published material.



# **Translations**

Authors or translators interested in translating articles published in the journal are encouraged to contact the editorial team for permission and guidance.

## Translation Standards

Translations should accurately reflect the content and meaning of the original article while adhering to high standards of linguistic quality and scholarly ethics. Translators should ensure that the translation maintains fidelity to the original text and appropriately conveys key concepts and findings.

# Review Process for Translations & Availability of Translations

Upon completion, translated articles will undergo a review process to verify the accuracy and quality of the translation. The journal reserves the right to request revisions or modifications to ensure the clarity and reliability of the translated content.

Translations of articles published in the journal will be made available alongside the original article to enhance accessibility and engagement with international audiences.

## Corrections & Retractions

When errors or inaccuracies that do not significantly affect the scientific conclusions are identified in published articles, the journal issues corrections. Upon notification, the editorial team investigates and verifies the error's nature and extent. A correction notice is then promptly published, detailing the error and providing the corrected information.

## **Corrections**

When errors or inaccuracies that do not significantly affect the scientific conclusions are identified in published articles, the journal issues corrections. Upon notification, the editorial team investigates and verifies the error's nature and extent. A correction notice is then promptly published, detailing the error and providing the corrected information. Corrections are prominently displayed and linked to the original article, ensuring transparency and accessibility for readers.



## Retractions

Retractions are reserved for articles containing severe errors or ethical violations that compromise the quality of the research. Retraction notices provide a detailed explanation of the reasons and acknowledge any misconduct involved.

# Artificial Intelligence

As artificial intelligence (AI) continues to play an increasingly significant role in research and scholarly publishing, the journal embraces advancements in AI technologies while ensuring ethical and responsible use.

# Transparency in AI Methods

Authors utilizing Al in their research should transparently describe the Al methods and algorithms used, including data sources, preprocessing techniques, and model architectures. Additionally, authors should discuss the limitations and potential biases of their Al systems to promote transparency and reproducibility.

# Responsible Use of AI

The journal encourages the responsible use of AI in research and publication, including rigorous validation and testing of AI models to ensure accuracy and reliability. Authors are also encouraged to consider the ethical implications of their AI research, including issues of fairness, accountability, and privacy.

# **Appeals**

Authors who wish to appeal a decision regarding their manuscript are encouraged to submit a formal appeal to the editorial team.

Appeals should clearly outline the grounds for the appeal and provide any relevant supporting documentation or evidence. The editorial team will review the appeal and consider any new information provided.

Decisions on appeals are made by the journal's editorial board or an independent appeals panel, depending on the nature and complexity of the appeal.



# Manuscript Submission Guidelines

The guidelines outline the requirements and expectations for authors submitting their manuscripts. Adhering to these guidelines ensures a smooth and efficient review process, leading to quality publications that contribute to the advancement of medical knowledge.

When submitting work to the Youth Medical Journal, the author(s) have to put their signature on the submitted manuscript and any other submitted materials. Authors, especially in cases involving multiple authors or consortiums, are required to obtain signatures indicating their agreement to publish under the CC-BY-NC license. This may involve physical or electronic signatures from all contributing authors or consortium members. Alternatively, a designated corresponding author or guarantor may sign on behalf of the group if obtaining individual signatures is impractical.

By endorsing the copyright agreement during the submission process, authors confirm their understanding and acceptance of the terms. Under the CC-BY-NC license, authors retain the copyright to their work but grant the journal permission to publish and distribute it non-commercially. This process ensures compliance with copyright laws and maintains transparency and accountability in scholarly publishing.



## Structure

Each manuscript should follow the structure as outlined in the following sections:

## Title

The title of submitted manuscripts should be concise, informative, and accurately reflect the content of the research. Titles should effectively communicate the main topic or focus of the study to readers and facilitate indexing and discoverability. Authors are encouraged to avoid overly lengthy titles and to use clear, descriptive language that accurately represents the scope and objectives of the research.

## Abstract

The abstract is a concise summary of the study that provides readers with a clear understanding of the research aims, methods, results, and conclusions. It serves as a snapshot of the entire manuscript and is often the first section readers encounter.

#### **Purpose/Objective**

Clearly state the research question, objective, or hypothesis addressed in the study.

#### **Methods**

Briefly describe the study design, participants, data collection methods, and statistical analyses used.

#### **Results**

Summarize the key findings of the study, including significant outcomes or trends observed.

#### **Conclusion/Implications**

Discuss the implications of the findings and their significance for the field, as well as any recommendations for future research or practice.

The abstract should be concise, typically ranging from 150 to 250 words, and written in clear, accessible language that is understandable to a broad audience. It should accurately represent the content and scope of the manuscript, helping readers quickly determine whether the study is relevant to their interests.

Authors should ensure that the abstract adheres to the specific formatting and length requirements provided by the journal for authors.



## Introduction

The introduction serves as the foundation of the manuscript, providing essential context, background information, and rationale for the study. It should engage readers, establish the significance of the research topic, and clearly articulate the research question or hypothesis.

#### **Context and Background**

Begin by providing context for the study, including relevant literature, theories, and previous research findings. Identify gaps, controversies, or limitations in existing knowledge that the current study seeks to address.

## **Research Question or Hypothesis**

Clearly state the primary research question, objective, or hypothesis that guided the study. This should be specific, focused, and directly related to the research aims.

## **Rationale and Significance**

Explain why the research question is important and why it merits investigation. Discuss the potential implications of the study for theory, practice, policy, or future research. Highlight the relevance and significance of the research topic to the broader field or discipline.

#### **Scope and Organization**

Provide an overview of the structure and organization of the manuscript, outlining the main sections and their respective purposes. This helps readers navigate the document and understand how the study unfolds.

The introduction should be well-organized, coherent, and focused, gradually building a compelling case for the study. It should avoid unnecessary background information or technical jargon that may obscure the main points. Authors should ensure that the introduction sets the stage effectively and motivates readers to engage with the rest of the manuscript.



## **Methods**

The methods section provides a detailed description of how the study was conducted, allowing readers to evaluate the validity and reliability of the research findings. It should be concise, coherent, and organized in a logical manner.

#### **Study Design**

Begin by clearly stating the study design, whether it is experimental, observational, qualitative, quantitative, or mixed methods. Provide rationale for the chosen design and explain how it addresses the research question.

#### **Participants**

Describe the characteristics of the study participants, including eligibility criteria, recruitment methods, sample size, and demographics. Ensure that participant selection procedures are clearly explained to facilitate replication and comparison with other studies.

#### **Data Collection**

Detail the procedures and instruments used to collect data, such as surveys, interviews, observations, or experiments. Provide information on data collection techniques, timing, and any relevant modifications or adaptations.

#### **Data Analysis**

Outline the analytical methods and techniques employed to analyze the collected data. Specify statistical tests, software packages, and procedures used to test hypotheses, identify patterns, and draw conclusions.

#### **Ethical Considerations**

Discuss ethical considerations related to participant recruitment, data collection, and data management. Provide information on institutional review board (IRB) approval, informed consent procedures, and steps taken to protect participant confidentiality and privacy.

The methods section should be transparent, replicable, and sufficiently detailed to allow other researchers to replicate the study. It should focus on essential procedures and avoid unnecessary technical details. Authors should ensure that the methods are described accurately and in a logical sequence, enhancing the credibility and trustworthiness of the research.



#### Results

The results section presents the findings of the study in a clear and organized manner, allowing readers to understand the outcomes and implications of the research. It should be concise, coherent, and focused on key findings.

#### **Data Presentation**

Present the results of the study in a logical sequence, using tables, figures, and graphs to effectively communicate quantitative and qualitative data. Ensure that each table or figure is appropriately labeled and accompanied by a clear and concise caption.

#### **Summary of Findings**

Provide a summary of the main findings of the study, highlighting significant outcomes, trends, or patterns observed. Avoid interpretation or discussion of the results in this section, focusing instead on presenting the data objectively.

## **Statistical Analysis**

Describe the statistical analyses conducted to analyze the data and test hypotheses. Report relevant statistical measures, such as means, standard deviations, confidence intervals, and p-values, to support the interpretation of the results.

#### **Subgroup Analyses**

If applicable, present subgroup analyses or stratified results to explore variations in outcomes across different demographic or clinical groups. Ensure that subgroup analyses are clearly labeled and interpreted within the context of the overall findings.

#### **Sensitivity Analyses**

Discuss any sensitivity analyses or robustness checks conducted to assess the stability and robustness of the results. Address any limitations or potential sources of bias that may affect the interpretation of the findings.

The results section should be objective, transparent, and free from interpretation or speculation. It should focus on presenting the data accurately and clearly, enabling readers to assess the validity and reliability of the research findings. Authors should ensure that the results are presented in a manner that is accessible to a broad audience, using appropriate visual aids and descriptive statistics as needed.



## Discussion

The discussion section provides an opportunity to interpret the results, contextualize findings within existing literature, and offer insights into the broader implications of the study. It should be concise, coherent, and focused on addressing the research question(s) posed in the introduction.

#### **Interpretation of Findings**

Begin by summarizing the key findings of the study and interpreting their meaning in relation to the research question or hypothesis. Discuss the significance of the results and their implications for theory, practice, policy, or future research.

## **Comparison with Previous Studies**

Compare and contrast the current findings with those of previous studies in the field. Highlight areas of agreement, disagreement, or novelty, and discuss potential explanations for any discrepancies or inconsistencies observed.

#### Limitations

Acknowledge any limitations or weaknesses of the study that may affect the validity or generalizability of the findings. Discuss potential sources of bias, confounding variables, or methodological shortcomings, and their implications for interpreting the results.

#### Strengths

Identify the strengths and contributions of the study, such as its rigorous methodology, novel approach, or important insights. Discuss how these strengths enhance the credibility and reliability of the findings.

#### **Future Directions**

Suggest directions for future research based on the current findings. Identify unanswered questions, unresolved issues, or areas for further investigation, and propose potential research strategies or methodologies to address them.

The discussion section should provide a balanced and nuanced interpretation of the results, avoiding speculation or overinterpretation. It should demonstrate critical thinking and engagement with the literature, offering valuable insights and advancing understanding in the field. Authors should ensure that the discussion is logically organized, focused on addressing the research objectives, and accessible to a broad audience.



## Conclusion

The conclusion section succinctly summarizes the main findings of the study and reinforces their significance in addressing the research question or objective outlined in the introduction. It serves to provide closure to the manuscript and leave readers with a clear understanding of the study's contributions and implications.

#### **Summary of Findings**

Briefly recapitulate the key findings presented in the results section, emphasizing their importance and relevance to the research question or hypothesis.

#### **Implications**

Discuss the broader implications of the findings for theory, practice, policy, or future research. Highlight the study's contributions to advancing knowledge in the field and its potential impact on addressing relevant issues or challenges.

#### Recommendations

Offer specific recommendations or suggestions based on the findings, outlining actionable steps that could be taken to address identified issues or capitalize on opportunities.

#### **Closing Statement**

Provide a concise closing statement that reinforces the significance of the study and underscores its value to the scholarly community. Avoid introducing new information or ideas in the conclusion.

The conclusion section should be brief, focused, and directly aligned with the objectives and findings of the study. It should leave readers with a clear understanding of the study's significance and potential implications, motivating further engagement and exploration of the topic. Authors should ensure that the conclusion is logically structured, coherent, and consistent with the overall narrative of the manuscript.

## References

The references section is an essential component of the manuscript, providing a list of all sources cited within the text. Please refer to this <u>guide</u> by Mendeley for how to cite sources using the American Psychological Association (APA) format.

By following these guidelines, authors can ensure that the references section is accurately formatted and complies with APA style requirements, enhancing the professionalism and credibility of the manuscript.