

# Interventional Radiology Author Guidelines

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## GENERAL

Interventional Radiology publishes original manuscripts dealing with clinical investigations, basic research and case reports in all aspects of interventional radiology, in English. The journal welcomes submission of original research, technical notes, case reports, review articles and pictorial essays.

Submitted manuscripts must be original and not have been previously published, or under consideration for publication elsewhere. All submitted manuscripts are processed through CrossCheck® and peer reviewed. Manuscripts that appear to be excessively duplicative of other published materials will be rejected.

These guidelines are based in part on “Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly work in Medical Journals” as published by the International Committee of Medical Journal Editors' Uniform (ICMJE). For any information that is not mentioned in these guidelines, authors should refer to the ICMJE Recommendations, which are available at [www.icmje.org](http://www.icmje.org).

## AUTHORSHIP

All listed authors must have made substantive contributions to the study in any of the following areas: conception and design of the study, acquisition and analysis of data, and drafting or revising the article. Guest or ghost authorship is not permitted. All authors are responsible for the originality of the paper, and must ensure that duplicate or redundant publications/submissions do not occur.

Final author order must be established by the end of the revision phase of the peer review process. Adding, deleting or changing the authors' names and their order after the acceptance of the manuscript for publication is not allowed.

## COPYRIGHT

Authors will be asked to sign the Copyright Transfer Agreement Form. All authors must read and agree to the conditions outlined in the form. The corresponding author can sign on behalf of co-authors. Manuscripts cannot be published until a signed form has been received by the Editorial Board of Interventional Radiology. A link for downloading the form will be provided in the acceptance letter. Authors should be aware that if any copyrighted or previously published

materials are used in the manuscript, it is the authors' responsibility to obtain the necessary permission prior to making a submission.

#### CONFLICT of INTEREST (COI) STATEMENTS

Authors must disclose any conflicts of interest (COI) related to the research and study presented in the manuscript in the title page. Even if the authors have no conflicts of interest to declare, a statement to confirm this should be included in the title page. Authors are responsible for declaring any applicable conflicts of interest including, but not limited to, agreements for research support (including provision of equipment or materials), honoraria (such as lecture fees), consulting, stock ownership and any other financial or personal relationships that may cause any bias to the results of research. Disclosure is not intended to prevent authors with potential conflicts of interest from contributing to Interventional Radiology.

#### ETHICAL APPROVAL and INFORMED CONSENT

Studies involving human subjects or animals should state that the procedures followed were in accordance with the Declaration of Helsinki, and that the study had been approved by the relevant institutional or national review board. If no approval from any review board was required, that must be explicitly stated in the manuscript

Written consent must be obtained from individual participants (or guardians of participants) prior to the study. Any personal data such as pictures, specific dates, names or any other material that may identify patients must not be used in the manuscript.

#### MANUSCRIPT SUBMISSION (via SCHOLAR ONE®)

Interventional Radiology receives online submissions only. Please login to the submission system at <https://mc.manuscriptcentral.com/ivr> and submit your manuscript according to instructions.

#### TYPES OF MANUSCRIPTS

##### 1. Original Research

Original Research should include a novel technique or new knowledge, which contributes to the field of interventional radiology. The method should be reasonable and described clearly. Any limitations of the work should be addressed and discussed. The conclusions should be consistent with the results obtained. A small case series with less than five (5) cases should be submitted as a "Case Report" or "Technical Note".

The main text of Original Research should not exceed 3,500 words (excluding the abstract), and the number of references is limited to 50.

## 2. Technical Note

A Technical Note should describe a novel technique in interventional radiology. The main text should not exceed 2,500 words (excluding the abstract).

## 3. Case Report

A Case Report describes a single or a few cases involving rare diseases or conditions, or unique interventional techniques. The main text should not exceed 2,500 words (excluding the abstract).

## 4. Review

A Review should provide a broad overview and update on a particular topic in interventional radiology. The contents of the Review should be supported by references. Original data or findings from unpublished studies should not be included in Review articles. The main text of a Review should not exceed 4,000 words (excluding the abstract) and the number of references is limited to 100.

## 5. Pictorial Essay

A Pictorial Essay should consist of figures, illustrations and pictures to impart descriptive information, with minimal text. The essay should not contain new data or statistics. The main text of the Pictorial Essay should not exceed 2,000 words (excluding abstract), and the number of references is limited to ten (10).

## PREPARATION OF MANUSCRIPTS

All manuscripts must be written in English, typed double-spaced with wide margins throughout. Incomplete or improperly prepared manuscripts will be returned to authors without review.

A title page should be prepared as a separate file from the main document. The main document should be prepared in the following order: abstract, text, references, figure legends, tables and figures. Pages must be numbered in the upper right-hand corner of each page, starting with the “Main Text” and continuing through to the references. Standard abbreviations and units should be used. Define abbreviations at first appearance and avoid their use in the title and abstract.

## TITLE PAGE

Please prepare a separate Microsoft Word file for the title page. The title page should include the following information:

(NOTE: This information will not be included in the PDF that goes to the reviewers)

- Title of the manuscript.

- Type of manuscript.
- Author names, email addresses, telephone and fax numbers, and institution information (name and address including zip code) of all authors with the corresponding author clearly identified.
- Present addresses of authors who have moved since the study.
- Acknowledgment of grants, disclosures or other assistance. Disclosures of each author must be stated. If there are no disclosures, that fact must be explicitly stated.
- Three (3) to five (5) key words for indexing.
- For a sample title page, please click [here](#).

**PLEASE NOTE:** as Intervention Radiology uses double-blind peer review, the title page should be submitted separately from the main document to ensure anonymity of the manuscript during the review process.

#### ABSTRACT

Please provide a structured abstract of no more than 250 words for Original Research and Technical note), which should be structured into the following sections: Purpose, Material and Methods, Results, Conclusions.

An unstructured abstract of no more than 125 words is required for Case reports, Review articles, and Pictorialessays.

#### TEXT

The text of Original Research and Technical Notes should be divided into the following sections: Introduction, Material and Methods, Results, Discussion.

Case Reports should be divided into: Introduction, Case report(s), Discussion.

#### REFERENCES

Number each reference in the order cited in the text. The authors are responsible for the accuracy of the information included in the references. Personal communications and unpublished data should not be included in the reference list but should be cited in parentheses (brackets) in the text, for example “(Jones T., personal communication)”. References should be formatted in the following order: names of authors; title; abbreviated journal title; year of publication; volume; inclusive page numbers.

If there are more than six (6) authors, list only the first six authors, followed by “et al.”. For abbreviations of journal names, follow Index Medicus.

- Journal articles

1. Kiyosue H, Ibukuro K, Maruno M, Tanoue S, Hongo N, Mori H. Multidetector CT anatomy of drainage routes of gastric varices: a pictorial review. *Radiographics*. 2013; 33:87-100.
2. Kichikawa K, Uchida H, Yoshioka T, **et al.** Iliac artery stenosis and occlusion: preliminary results of treatment with Gianturco expandable metallic stents. *Radiology*. 1990; 177: 799-802.

- DOI Articles (online publication before issue publication with pagenumbers)

3. Inoue M, Tanaka T, Nakagawa H, Yoshioka T, Kichikawa K. Splenic vein embolization using coil anchors and prophylactic occlusion of a hepatofugal collateral for hepatic encephalopathy due to splenorenal shunt: Technical note and Literature Review. *Case Rep Radiol*. 2013; doi: 10.1155/2013/160653.

- Book chapters

4. Tanaka T. Hybrid Interventional CT/Angio System. In: Mahnken AH, Rick J, editors. *MR-guided interventions in radiology* 2nd ed. \*\*\*\*\*: Springer; 2013. p.515-529.

For reference styles for other media formats, or for further details, please refer to Citing Medicine, which is available at <http://www.ncbi.nlm.nih.gov/books/NBK7256/>

## TABLES

Tables should be prepared in a separate file from the main document, and must be numbered in the order of appearance in the text. Each table should have a brief, informative title. A caption for each table is required. All abbreviations used in tables should be explained in the footnotes.

## FIGURES

All images must be submitted as TIFF files. No other files are acceptable. Each figure must be cited in the text in numerical order and must be accompanied by a figure legend. Make sure to identify all annotations found in the figure in the caption. If any copyrighted materials are used, please include the relevant credit line as instructed by the original copyright holder.

Figure requirements: dpi (dots per inch) Line

drawings: 800 dpi

Halftone and color works: 300 dpi

Minimum width: 76 mm

Annotations, e.g. arrows, should be used to indicate subtle but salient points. They should be put

on a different layer to the main figure/illustration in the TIFF file to enable editing by editorial staff if necessary.

## VIDEOS

Up to two (2) article-related supplementary video files can be submitted. The format of the video files should be: .mp4, .mov, .wmv, .mpg or .avi. Each video clip should not exceed one (1) minute in length or 10MB. All narration must be in English.

### Manuscript Specifications for Interventional Radiology

Type of Article	Main Text Word Limit	Abstract Word Limit and Format	No. of References	No. of Figures	No. of Tables
Original Research	3500 words	250 words; structured	50	7	5
Technical Note	2500 words	250 words; structured	10	7	5
Case Report	2500 words	125 words; unstructure	10	7	3
Review	4000 words	125 words; unstructured	100	10	5
Pictorial Essay	2000 words	125 words; unstructured	10	20	3

\*Introduction, Case report(s), Discussion

## PUBLICATION FEE

The journal charges a fee upon acceptance of a manuscript for publication. If there is at least one (1) author who is a member of JSIR, the fee for JSIR members will apply:

JSIR Members: US \$ 100

Non-Members: US \$ 200

Questions related to submissions and editorial issues should be addressed to  
Interventional Radiology Assistant Managing Editor

E-mail: [office@jsivr.jp](mailto:office@jsivr.jp)