

Instructions to Authors

Categories of papers

The journal publishes original papers, short communications (including case reports), reviews/opinions, field reports and letters to the editor.

1) Original Papers

Reports the results of original research work. These can be laboratory based or field based. Manuscripts are typically under 4000 words and contain up to 6 figures and tables.

2) Short Communications (including case reports)

Reports of original research or case reports that do not contain sufficient data for publication as full papers. We also accept visual images with accompanying short explanations of content, relating to tropical medicine and health. Short communications are typically under 2000 words in length and contain up to 3 figures and tables.

3) Reviews and Opinions

Review papers comprehensively cover recent advances in a topical topic of interest in the field of Tropical Medicine and Health. We accept pre-submission enquiries addressing the suitability of topics via email to the editor-in-chief. Opinion papers present the author's views of recent advances in a particular area of tropical medicine and health.

4) Field Reports

Field Reports feature practice-based programs and initiatives that have the potential to advance tropical medicine and health. The purpose of this category is to share experiences that others may learn from and replicate. All Field Reports must include practical experiences and applications for others. Manuscripts are typically under 4000 words and contain up to 6 figures and tables. For enquiries about content, contact the editor-in-chief.

5) Letters to the editor

Letters to the editor typically address a specific paper recently published in *Tropical Medicine and Health* or another journal. Letters are typically under 1000 words in length and do not include any figures or tables. Book reviews, meeting reports, and announcements may also be published as letters to the editor. We accept pre-submission enquiries addressing the suitability of topics via email to the editor-in-chief.

Manuscript Preparation

All manuscripts should be double-spaced, with a font size of 12 pt. Please include line and page numbers. Original research and Short Communications papers should be divided into the following sections:

1. Title page

The title page should contain the following sections:

- 1) Title
- 2) Author's name(s), institutional affiliation(s) and mailing address(es)

- 3) Contact information for the corresponding author: The name, mailing address, telephone and fax numbers, and e-mail address of the author responsible for correspondence about the manuscript.

2. Abstract and Keywords

The abstract should be no more than 250 words and provide the context and background of the study and should state the study's purpose, basic procedures, main findings, and principal conclusions. It should emphasize new and important aspects of the study or observations. Three to ten keywords should be listed below the abstract.

3. Introduction

4. Methods

5. Results

6. Discussion

For Short Communications, the results and discussion sections may be combined

7. References

References should be numbered consecutively in the order in which they are first mentioned in the text. All the references should be listed at the end of the text.

Reference numbers such as [1], [2], [3]... should be marked at the appropriate point in the text. References cited only in tables or figure legends should be numbered in accordance with the sequence established by the first identification in the text of the particular table or figure. The reference style is as follows:

Journal article:

Ross R. On some peculiar pigmented cells found in two mosquitos fed on malarial blood. *Br Med J* 1897; 2: 1786–1788.

Chapter in edited book:

Rodhain F and Rosen L. Mosquito vectors and dengue virus—vector relationships. In: Gubler DJ and Kuno G, eds. *Dengue and dengue hemorrhagic fever*. London: CAB International; 1997. pp 45–60.

Website:

CDC (Centers for Disease Control and Prevention). 2013. National Health and Nutrition Examination Survey Homepage. Available: <http://www.cdc.gov/nchs/nhanes.htm> [accessed 2 May 2014].

An EndNote style file for *Tropical Medicine and Health* is available from the journal website.

8. Acknowledgements

Please include all relevant funding bodies in this section, and report any conflicts of interest arising from commercial appointments etc. If there are none, please include the phrase "I/We declare no conflicts of interest".

Figures

Figures may be provided as JPEG, PNG, TIFF, or GIF format. Movies may be provided as MPEG, MPG, MOV, AVI (moving image), and sound files as MP2, MP3, WAV. Still images representing any movies should be submitted for the print edition.

Submission

Tropical Medicine and Health accepts online paper submissions. Please submit via this website:

<http://www.editorialmanager.com/tmh/default.asp>

Manuscript Processing Speed

Tropical Medicine and Health offers fast article processing times. We aim to return the first decision on every manuscript within 21 days.

Online advance publication

Manuscripts will be processed for publication online immediately following acceptance.

Copyright

Copyright of published papers will be held by the Japanese Society of Tropical Medicine. However, all published papers are made freely available to all readers online through the open access publishing model.

Ethics

For those studies involving human subjects, authors are requested to obtain informed consent from participants in accordance with the Declaration of Helsinki.

Study plans must be approved before implementation by the relevant ethics committee of the institution to which the authors belong. This approval should be attached to manuscripts or stated clearly in the text. Studies involving the use of experimental animals should conform to the national laws and guidelines of the country in which the work was carried out, and should have been approved by the relevant ethics/animal usage committee of the author's institution(s).

Conflicts of interest

All authors are required to disclose any financial and/or personal relationships that could potentially bias their work. If any author has involvements that might raise any question of bias, they are required to provide details of such involvements.

To disclose interests that could influence how readers interpret your work, authors should complete the Potential

Conflict of Interest Disclosure Statement form. Failure to reveal all pertinent information could result in the article being classified as fraudulent and may cause a published paper to be retracted and the authors to be prohibited from further submission to *Tropical Medicine and Health*. If the manuscript is accepted for publication, the disclosures will be published as they appear in the Acknowledgments section of the manuscript. If the authors have no conflicts of interest to declare, the statement "No potential conflicts of interest are disclosed" will appear in the same position.

Clinical Trials Registry and CONSORT Statement

When submitting papers relating to clinical trials, such clinical trial information must have been publicly registered with an appropriate clinical trial registration system.

Randomized controlled trial (RCT) papers shall confirm to the revised CONSORT Statement. The CONSORT Statement: Revised Recommendations for Improving the Quality of Reports of Parallel-Group Randomized Trials. *JAMA* 2001; 285, 15: 1987-1991. <http://www.consort-statement.org/>

Systematic Review/Meta-Analysis

When submitting a systematic review and/or a meta-analysis, authors should state in the "Methods" section whether a protocol has been publicly registered with an appropriate Systematic Review registration system.

Authors also must (i) state Systematic Review and/ or Meta-Analysis in the title of the manuscript; (ii) select "original papers" as your article category when submitting; (iii) include the PRISMA checklist as a supplemental document; (iv) include the PRISMA flowchart as Figure 1.

Cost of publication

The Society covers the cost of the first two pages of the manuscript but asks authors to pay printing costs (USD100.00 per page) for each page thereafter.

Reprints are available in batches of 50 at the author's expense.

Japanese Society of Tropical Medicine: Potential Conflict of Interest Disclosure Statement

Author's name: _____

Manuscript Title: _____

(All authors are required to disclose any COI within the period of 24 months prior to the submission of any manuscript in the subject matter of which any company, entity, or organization has an interest)

Area	Yes or No	If Yes, list the name(s) of author(s) and commercial entity(ies)
1. Employment/Leadership position/Advisory role 10,000 USD or more annually from one commercial entity	Yes/No	
2. Stock ownership or options Profit of 10,000 USD or more annually from the stock of one company/ownership of 5% or more of total shares of one company	Yes/No	
3. Patent royalties/licensing fees 10,000 USD or more per one royalty/licensing fee annually	Yes/No	
4. Honoraria (e.g. lecture fees) 5,000 USD or more annually from one commercial entity	Yes/No	
5. Manuscript fees 5,000 USD or more annually from one commercial entity	Yes/No	
6. Research funding 20,000 USD or more annual payment to departments (department, field, or laboratory) who share research expenses from the same commercial entity.	Yes/No	
7. Subsidies or Donations 20,000 USD or more annual payment to departments (department, field, or laboratory) who share research expenses from the same commercial entity.	Yes/No	
8. Endowed departments by commercial entities (If any of the authors belongs to an endowed department sponsored by any commercial entity)	Yes/No	
9. Travel fees, gifts, and others 500 USD or more annually from one commercial entity	Yes/No	

This statement will be kept for 2 years after the publication of the manuscript.

Date of Completion

Author's signature _____