



International SportMed Journal

Author Instructions

The *International SportMed Journal* (ISMJ) is an electronically delivered, international, peer-reviewed journal for professionals with a primary interest in sports and exercise medicine, as well as exercise science. In addition to review articles (invited and submitted), the ISMJ publishes original research covering diagnostics, therapeutics and rehabilitation in healthy and physically challenged individuals of all ages and levels of sport and exercise participation (see types of articles below).

Manuscripts are welcomed from all countries, and may be submitted for consideration on the understanding that they have not been previously published elsewhere, either in print or electronically, that they are not under consideration by any other publisher, that Research Ethics Committee (Board) approval has been obtained, and that all potential conflicts of interest have been declared.

All manuscripts must be submitted in English, and because the ISMJ is an English-language journal, the English must be of an acceptable standard. If a manuscript is submitted by an author who does not have English as their first language, the manuscript may require editing before it is submitted. This can be done by an online service that offers editing of scientific language for non-English speakers **before** it is submitted to reviewers.

Manuscripts not submitted in accordance with the ISMJ Author Instructions and guidelines are more likely to be rejected.

All original research articles, review articles and short articles are subject to peer review. Therefore when manuscripts are submitted to the Editorial Office, kindly include the names of 3 **international** reviewers, with their verified contact details (tel./fax numbers, and email addresses). This will assist in speeding up the review process.

1. Scope

The *International SportMed Journal* invites articles for submission from the areas of: (1) prevention, diagnosis, treatment, and rehabilitation of sport- and exercise-related injuries; (2) medical illnesses induced by, or exacerbated by exercise; (3) the relationship between exercise and health, including exercise physiology; (4) the medical care of physically active individuals; (5) biomechanics related to sport; (6) sports psychology; (7) sports nutrition; (8) sports pharmacology; (9) sports radiology.

2. Editorial Office

All enquiries should be directed to the Technical Editor, Ms Yvonne Blomkamp. Her contact details are: UCT/MRC Research Unit for Exercise Science and Sports Medicine, Department of Human Biology, University of Cape Town, Sports Science Institute of South Africa, Boundary Road, Newlands 7700, South Africa. Tel. +27 (21) 650 4579; Fax: +27 (21) 686 7530; Email: Yvonne.Blomkamp@uct.ac.za

The Editorial Office will assist with any other queries about the journal's requirements.



3. General guidelines for the preparation of a manuscript

a. *Style*

Manuscripts should be prepared in accordance with the Uniform Requirements for Manuscripts Submitted to Biomedical Journals as set out by the International Committee of Medical Journal Editors. (Available at: <http://www.icmje.org>).

When preparing the manuscript, kindly bear the following points in mind:

- All original research studies and case reports must contain a declaration (typically in the methods section), that a **Research Ethics Committee (Board)** has approved the research study.
- When reporting experiments on human subjects, authors should indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional and national) and with the **Helsinki Declaration** of 1975, as revised in 2008. If doubt exists whether the research was conducted in accordance with the Helsinki Declaration, the authors must explain the rationale for their approach and demonstrate that the institutional review body explicitly approved the doubtful aspects of the study. When reporting experiments on animals, authors should indicate whether the institutional and national guide for the care and use of laboratory animals was followed.
- Each author must be able to certify that he/she participated sufficiently in the work to take responsibility for the content and that the work is valid.
- To ensure that there is no **conflict of interest**, all affiliations, financial or otherwise, with any organisation or entity with a financial interest in the subject matter or materials discussed in the manuscript must be fully disclosed. In other words, there should be no financial interest that might influence, knowingly or unknowingly, the interpretation of results or those of others.
- All financial and material support for the work must be clearly identified.

b. *Submission details*

Kindly email manuscripts in electronic format to the Editorial Office for the attention of: Ms Yvonne Blomkamp at the following email address: Yvonne.Blomkamp@uct.ac.za. The physical address and other contact details are repeated here: UCT/MRC Research Unit for Exercise Science and Sports Medicine, Department of Human Biology, University of Cape Town, Sports Science Institute of South Africa, Boundary Road, Newlands 7700, South Africa. Tel. +27 (21) 650 4579; Fax: +27 (21) 686 7530

Authors should retain a copy of their article for reference, as manuscripts are not routinely returned.

c. *Formatting guidelines for all manuscripts*

All manuscripts must be produced using one of the following standard word processing formats: Microsoft Word (preferred), or Rich Text format (rtf). The files must be Windows-based.

The manuscript must be typeset and should not contain any extraneous formatting instructions. For example, use hard carriage returns only at the end of paragraphs and display lines (e.g. titles, subheadings). Please observe the following conventions concerning dashes:

- a single hyphen with a space before it for a minus sign,
- a double hyphen (with space before and after) to indicate a 'long dash' in text
- a single hyphen (with no extra space before or after) to indicate a range of numbers (e.g. 23-45).

There should be no indented paragraphs.



d. Language and grammar

All manuscripts must be prepared in **UK English**, and because the ISMJ is an English-language journal, the English must be of an acceptable standard. If a manuscript is submitted by an author who does not have English as their first language, their manuscript may require to be checked by an online service that offers editing/proofreading of scientific language for non-English speakers **before** it is submitted to reviewers.

Use the passive voice in writing (e.g. Six elite athletes were tested). Spelling should be English, not American, e.g. aetiology, anaemia. Use s-spellings, rather than z-spellings, e.g. minimise, organisation.

e. Spacing and font

- double-spaced text, with 2.5cm (1") left, right, top and bottom margins, with single line spacing,
- 10-pt font in Arial should be used in the text
- On the Title Page, title and sub-title heading - 14-pt Arial Bold
- author names in heading - 12-pt Arial Bold
- author affiliations – 10-pt Arial
- use sentence case for the title and sub-title of your article, and the author names

f. Punctuation

- no full stops in initials or abbreviations
- minimal hyphenation – use only for words with non-, -like, -type, and for adjectival phrases that include a preposition, such as one-off event, run-in trial
- quotation marks – use double inverted commas for reported speech. Full stops and commas go inside quotation marks
- reference numbers go before commas, full stops, semicolons and colons

g. Headings and sub-headings

For clarity, headings and subheadings in the text are recommended wherever appropriate.

- Major headings should be bold sentence case
- Sub-headings should be in italics sentence case
- Sub-subheadings should be plain sentence case underlined

h. Non-standard characters

Greek letters, mathematical symbols, etc. should be coded consistently throughout the text. Please make a list of such characters and provide a listing of the codes used at the end of the manuscript.

i. Abbreviations

These should be kept to a minimum, and if necessary, must first be written in full with the abbreviation given in brackets afterwards. Thereafter only the abbreviation should be used. Follow the *CBE Style Manual* (available from the Council of Biology Editors, 9650 Rockville Pike, Bethesda, Maryland 20814, USA) or other standard sources. For abbreviations of journal names, refer to the *List of Journals Indexed in Index Medicus* (<http://www.nlm.nih.gov/tsd/serials/lsiou.html>).

j. Drug names

Use generic names *only* when referring to drugs, followed in parentheses after first mention by a commonly used variant generic.

k. Units of measurement

These should be in metric (SI) units, except for blood pressure values which are reported in mmHg. Exceptions include calories, haematocrit, blood cell counts, fluid pressures, etc.



If in doubt, include both with the conventional units in parentheses. Temperature should be expressed in degrees Celsius, and time in terms of the 24-hour clock.

l. Acknowledgements

These should be made where appropriate, particularly any source of funding provided for the study, technical assistance, and intellectual contributions not associated with authorship.

m. References (see examples following):

The authors are responsible for the accuracy and completeness of the references. These are to be numbered consecutively in the text in superscript, without brackets, in the order that they appear in the text. List all authors when there are three or fewer. If there are more than three, list the first three followed by, et al. The reference section should be inserted at the end of the text using the Vancouver style (see <http://www.icmje.org>), following the sample formats given below. Journal titles should be abbreviated according to the abbreviations approved by *Index Medicus* (<http://www.nlm.nih.gov/tsd/serials/lji.html>).

All single word journal titles should be spelled out. Complete information should be given for each reference. It is the author(s) responsibility to verify references from the original sources before submitting the manuscript. Numbered references in the reference section should correspond to the order in which they appear in the text.

Examples of references:

Journal article

1. Stratford PW, Miserfi D, Ogilvie R, et al. Assessing the responsiveness of Five KT1000 knee arthrometer measures used to evaluate anterior laxity at the knee joint. *Clin J Sport Med* 1991; 1: 225-228.

Online journal article

2. Grant S, Corbett K, Todd K, et al. A comparison of physiological responses and rating of perceived exertion in two modes of aerobic exercise in men and women over 50 years of age. *BJSM* 2002; 36: 276-281. Available at URL: <http://bjsm.bmjournals.com/cgi/content/full/36/4/276>

World Wide Web

3. International Federation of Sports Medicine (FIMS). Ventilatory muscle training in patients with chronic obstructive pulmonary disease (COPD). Available at: URL: <http://www.fims.org/position statements>. Accessed 30 September 2002.

Book

4. Antonaccio MJ. *Cardiovascular pharmacology*. New York: Raven Press, 1990. References to books should give the names of any Editors, and page numbers, where relevant. The page numbers follow the date of publication.

Chapter in book

5. Pedersen BK, Rohde T, Bruunsgard H. In: Pedersen BK (Ed). *Exercise immunology*. Austin, TX: RG Landes, 1997, pp. 89-111.

Unpublished materials

6. This refers to any information source that is not officially released by an individual, publishing house, or other company, and can include both paper and electronic sources. Some examples of unpublished sources may include manuscripts accepted for publication but still "In press," data from an unpublished study, letters, manuscripts in preparation, memos, personal communications (including e-mails), and raw data. Refer to these as "Unpublished manuscript", or if it has been accepted for publication use the term "In press". Authors of such papers should obtain written permission to cite them, and include verification that they have been accepted for publication, where relevant. For personal communications, these should be cited only in the text, not as a formal reference. Authors should get permission from the source to cite personal communications.



n. Tables:

- Tables should be created with MSWord's Table facility, each on a separate page, with the title above and any notes below. Do not use MExcel or comparative spreadsheet programs to create the Table.
- Tabs should be used to separate columns.
- Explain all abbreviations.
- Do not give the same information in Tables and Figures.
- Each Table should be accompanied by an explicit, detailed legend.
- Number Tables sequentially as they appear in the text.
- If any Tables submitted have been published elsewhere, written consent to republish them should be obtained by the author from the copyright holder and/or the author(s).

o. Figures and illustrations (including Images):

- These must be mentioned in the text and should be referred to as Figures in the text (e.g. Figure 1, Figure 2, etc.). They should be provided in such a format that this Editorial Office is able to edit them, if necessary.
- Pictures, photographs, drawings, X-Rays or radiological images should be submitted as **.jpeg** files and should be of a high quality but should not exceed 1MB.
- Graphs should be submitted as **.jpeg** files, and should be provided such a format that this Editorial Office is able to edit it.
- Figure legend/s should be clearly indicated and they should be numbered sequentially in the text. Each figure should have a separate, detailed, fully explicit legend. All sections of the figure and all abbreviations and symbols used should be clearly defined.
- There should be no markings on X-Rays before photographing (such as patient's initials, dates, degree markings). Any arrows or lettering must be applied with a professional product. These identifying marks should be large enough to be seen when the photo is reduced. Sequences of radiographs should be of the same magnification. The subject should be centred in clinical photographs.
- A consent form from the subject must be included, or the subject and case details must be made unidentifiable.
- Crop out extraneous material and background, or provide this in such a format that this Editorial Office is able to edit the Figure.
- If any of these illustrations have been published elsewhere, written consent to use them should be obtained by the author from the copyright holder and/or the author(s).

p. Patient anonymity and informed consent

Articles reporting results on *human subjects or patients* must be accompanied by a statement that the subject(s) gave written, **informed consent**, and the necessary documentation of approval from the appropriate Ethics Committee. It is the author(s) responsibility to ensure that a patient's anonymity is protected in the manuscript submitted. Authors should mask patients' eyes and remove patients' names from figures unless written consent has been obtained from the patients to leave these details in the manuscript.

q. Verification of data

If necessary, the author(s) must be prepared to produce the data on which the manuscript is based for examination by the Editor-in-Chief.

r. Rejected articles

In the event of an article being rejected as unsuitable for publication by the ISMJ, the Editor's decision must be regarded as final.



s. Reprints

Once an article has been published on the web site, the authors will have free access for a limited time (3 months) to the article. The .pdf file of the article will be made available to each author on publication of the issue of the journal on the web site. This .pdf file will be sent to all authors and will be available for downloading from the full-text version on the web site as shown following the Abstract.

t. Copyright

The International Federation of Sports Medicine (FIMS) will hold copyright on all published articles. In view of the present copyright law, it is necessary that the author of a submitted manuscript sign a statement expressly transferring copyright in the event the paper is published in the journal. The Editorial Office will send a Copyright Transfer form to the corresponding author before the manuscript is published online.

u. Permissions

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With regard to reproducing material published by the ISMJ, prior written permission must be obtained from the Editorial Office. Where permission is given, all material must be clearly acknowledged, with full bibliographic details included and the link to the ISMJ web site.

4. Specific guidelines according to different types of articles

The ISMJ publishes original research articles, review articles, short articles, and Letters to the Editor.

The specific detailed author instructions for each are discussed below:

a. Original research articles

This should be clinically relevant original research, and the length of the article should generally not exceed 3000 words.

All articles should contain *original data* concerning the course (prognosis), cause (aetiology), diagnosis, treatment, prevention, or economic analysis of a clinical disorder or an intervention to improve the quality of health care.

A *structured abstract* of no longer than 250 words must be included, using the following headings;

- **Background:** State in 1-2 sentences the background for performing the study.
- **Research question:** State the main research question or objective of the study and the major hypothesis tested, if any.
- **Type of study:** Indicate the type of study design used to answer the question, e.g. randomised controlled study.
- **Methods:** Describe in 1-2 paragraphs the methodology used to answer the research question. The following sub-headings are useful: subjects (or participants, patients), sampling, experimental procedure (including if any interventions), and main measures of outcome.
- **Results:** Describe the results, including actual numerical values and statistical test results.
- **Conclusions:** State only those conclusions of the study that are directly supported by data, along with their clinical application (avoiding over-generalisation) or whether



additional study is required before the information should be used in usual clinical settings. Equal emphasis must be given to positive and negative findings of equal scientific merit.

The text of the manuscript with regard to original research articles should be arranged in the following sequence:

- Title page
This should contain the title and sub-title (where relevant) of the article, the full names, highest academic degrees, and affiliations of all authors. The full contact details (including address, tel. no., fax no., and email address) of the corresponding author must appear at the bottom left of the page. An appropriate running title header, not exceeding 45 letters and spaces, should also be included. Information concerning sources of financial support should be placed in the Acknowledgement section.
- Abstract (including 5 keywords)
The page following the title page should include a structured abstract as described above. The abstract should be followed by 5 keywords (e.g. Keywords:)
- Author biography (ies)
Each author should include a short biography that includes academic title/degrees, affiliation, research focus, awards and societal affiliations, and previous publications of note (not more than 10 of the most recent).
- Introduction
An outline of the article's background and rationale should be included, ending with a clear statement of the research question, where relevant.
- Methods
This should provide sufficient detail for the reader to be able to replicate the study. Published methods should be described in brief, with appropriate citation.
- Results
These should be concise and not contain repetition of the methods. Data in the text should not be replicated in the tables or figures or vice versa.
- Discussion
There should be a distinction between deduction and speculation.
- Conclusions
Only conclusions directly supported by the evidence should be included, as well as applications in clinical and other settings. Implications for further study should also be mentioned. A short section should summarise the clinical relevance of the research.

Suitable Tables and Figures can be included, followed by the References.

All Original Research articles are reviewed by 3 international reviewers.

b. Review articles

These are systematic, critical assessments of literature and data sources pertaining to the course (prognosis), cause (aetiology), diagnosis, treatment, prevention, or economic analysis of a clinical disorder or an intervention to improve the quality of health care, covering established and new concepts in sports medicine. Their length should generally be 2500-4000 words.

There should be an abstract of not more than 250 words summarising the main points in the review, under the following headings:

- **Objective:** State the primary objective of the article.
- **Data sources:** Describe the data sources that were searched, including dates, terms and constraints.
- **Study section:** Identify the number of studies reviewed and the criteria used for their selection.



- **Data extraction:** Summarise guidelines used for abstracting data and how they were applied.
- **Data synthesis:** State the main results of the review and the methods used to obtain these results.
- **Conclusions:** State primary conclusions and their clinical applications, avoiding overgeneralization. Suggest areas for additional research if needed.

The abstract should be followed by 5 keywords.

The text of the manuscript with regard to review articles should be arranged in the following sequence:

- Title page
This should contain the title and sub-title (where relevant) of the article, the full names, highest academic degrees, and affiliations of all authors. The full contact details (including address, tel. no., fax no. and email address), of the corresponding author must appear at the bottom left of the page. An appropriate running title header, not exceeding 45 letters and spaces, should also be included. Unless otherwise indicated, the proofs will be sent to the corresponding author. Information concerning sources of financial support should be placed in the Acknowledgement section.
- Abstract (including 5 keywords)
The page following the title page should include a structured abstract as described above. The abstract should be followed by 5 keywords (e.g. Keywords:)
- Author biography (ies)
Each author should include a short biography that includes academic title/degrees, affiliation, research focus, awards and societal affiliations.
- Introduction
An outline of the article's background and rationale should be included, ending with a clear statement of the research question, where relevant.
- Methods
This should provide sufficient detail for the reader to be able to replicate the study. Published methods should be described in brief, with appropriate citation.
- Results
These should be concise and not contain repetition of the methods. Data in the text should not be replicated in the Tables or Figures or vice versa.
- Discussion
There should be a distinction between deduction and speculation.
- Conclusions
Only conclusion directly supported by the evidence should be included, as well as applications in clinical and other settings. Implications for further study should also be mentioned.

Suitable Tables and Figures can be included, followed by the References.

All Review articles are reviewed by 3 international reviewers.

c. Short articles

Short articles can be a case report, an office procedure, or a clinical examination, and should not exceed 2000 words. The articles should have an unstructured abstract of no more than 200 words that summarises the objective, main points, and conclusions of the article. The abstract should be followed by up to 5 keywords

In general, the text of the manuscript with regard to short articles should be arranged in the following sequence:

- Title page
This should contain the title and sub-title (where relevant) of the article, the full names, highest academic degrees, and affiliations of all authors. The full contact



details (including address, tel. no., fax no. and email address), of the corresponding author must appear at the bottom left of the page. An appropriate running title header, not exceeding 45 letters and spaces, should also be included. Information concerning sources of financial support should be placed in the Acknowledgement section.

- **Abstract**
The page following the title page should include a structured abstract (link this) as described above. The abstract should be followed by 5 keywords (e.g. Keywords:)
- **Author biography (ies)**
Each author should include a short biography that includes academic title/degrees, affiliation, research focus, awards and societal affiliations.

Then follow the guidelines listed below, based on the type of short article.

Types of short articles:

▪ ***Case report***

- An Introduction should outline the unique importance for presenting the case report.
- Clinical history should follow (1-2 paragraphs) and the differential diagnosis.
- Under Clinical examination, relevant findings (both positive and negative) should be outlined in 1-2 paragraphs, followed by the clinical diagnosis (this can be a list).
- Special investigations. If undertaken, their results should be described in 1-2 paragraphs. These can be illustrated with a maximum of 2 images.
- Final diagnosis should be expressed in 1-2 lines.
- Management should be discussed in 1-2 paragraphs.

▪ ***Office procedure***

This should be discussed under the following headings:

- Introduction
- Indications and contra-indications
- Description of the clinical procedure, including a maximum of 2 images where relevant.
- Main clinical importance of the procedure. A summary of the main clinical practice points should conclude the report (i.e. what can a clinician learn from this case).

▪ ***Clinical examination technique***

The following headings can be used as guidelines:

- Introduction, discussing the reason(s) for the test.
- Indications
- Results
- Notes on the repeatability and validity of the test.
- Where relevant, a maximum of 2 images can be included for illustration.

In all cases the length of the articles excludes Tables, Figures, Images and References.

All these articles will be reviewed by 3 international reviewers.

d. Letters to the Editor

The ISMJ welcomes letters discussing recent articles published in the journal. They should not exceed 300 words and contain not more than 3 references. The author's name and affiliation, as well as an email address should be included.



5. Manuscript revisions

If a manuscript is returned to the authors for revision after review, the reviewers' and/or editorial comments will be included. If it is indicated that the manuscript may be resubmitted, this should be done within one month to be considered for publication. Revised manuscripts must be returned with a cover letter, the revised manuscript, and a letter itemising, point by point, the response to each of the suggestions/criticisms raised by the reviewers, highlighting the response and revisions made to the manuscript, or providing justifiable rebuttal. The ISMJ will acknowledge receipt of the revised manuscript and where required, will send the revised manuscript back to the reviewers. If the revisions are satisfactory, the ISMJ will notify the authors that their manuscript has been accepted for publication.

