INSTRUCTIONS FOR AUTHORS

Manuscripts for submission to *Journal of Wound Management and Research* (JWMR) should be prepared according to the following instructions. JWMR follows the Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals (ICMJE Recommendations, available from: http://www.ICMJE.org) if not otherwise described below. Any physician, nurse or researcher throughout the world can submit a manuscript if the scope of the manuscript is appropriate. Only original manuscripts that have not been published elsewhere and that are not currently submitted for inclusion in another publication will be considered for publication in JWMR; neither the article nor any part of its essential substance, tables, or figures has been or will be published or submitted elsewhere before appearing in JWMR (in part or in full, in English or in another language), and will not be submitted elsewhere unless rejected by JWMR of withdrawn by the author(s). If an author violates this requirement, the Editorial Board may reject the manuscript or impose a moratorium on submission of new manuscripts from the author. If deemed sufficiently serious, the Editorial Board can refer the matter for investigation to the author’s academic institution or hospital, to the appropriate state or local disciplinary body.

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All manuscripts should be submitted online via the journal’s website (http://submit.jwmr.org) by the corresponding author. Submission instructions are available at the website. All articles submitted to the journal must comply with these instructions. Failure to do so may result in return of the manuscript and possible delay in publication. Send all correspondence regarding submitted manuscripts to:

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Registration of Clinical Trial Research

It is recommended that any research that deals with a clinical trial be registered with a primary national clinical trial registration site, such as http://cris.nih.go.kr/, or other sites accredited by the WHO as listed at http://www.who.int/ictrp/en/.

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Statement of Informed Consent
Copies of written informed consent and institutional review board (IRB) approval for clinical research should be kept. If necessary, the editor or reviewers may request copies of these documents to resolve questions about IRB approval and study conduct. In addition, for studies conducted with human subjects, the method by which informed consent was obtained from the participants (i.e., verbal or written) also needs to be stated in the Methods section. For studies where individual human subjects may be recognized and identified by image records and/or medical information, written informed consent must be obtained. The Patient Photographic and Videographic Consent, Authorization and Release Form available at the JWMR website (http://jwmr.org/authors/photographic.php) can be used for informed consent. For research with animal subjects, studies should be approved by an Institutional Animal Care and Use Committee (IACUC).

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Patients introduced in the manuscripts should be informed and aware that their photographs, videos, and other images (imaging records) will be released by the authors, and the authors should attach an Authorization and Release Form available at the JWMR website (http://jwmr.org/authors/photographic.php) or equivalent form from the institute involved in patient care (not necessarily in English but acknowledgeable to the Editorial Board) including each patient’s signature if the patient can be identified by these images.

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All human investigations must be conducted according to the principles expressed in the World Medical Association Declaration of Helsinki (June 1964) and subsequent amendments (https://www.wma.net/policies-post/wma-declaration-of-helsinki-ethical-principles-for-medical-research-involving-human-subjects/). For animal subjects, the research should be performed based on the National or Institutional Guide for the Care and Use of Laboratory Animals, and the ethical treatment of all experimental animals should be maintained.

Authorship
Authorship credit should be based on (1) substantial contributions to conception and design, acquisition of data, or analysis and interpretation of data; (2) drafting or revising the article critically for important intellectual content; (3) final approval of the version to be published; (4) 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. Authors should meet all of these four conditions.

- If the number of authors is greater than six, there should be a list of each author’s role for the submitted paper.
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MANUSCRIPT PREPARATION

Publication Type
JWMR publishes editorials, review articles, original articles, case reports, ideas and innovations, book reviews, letters, and communications.

1. Editorials are invited perspectives on an area of wound healing, dealing with research, current interests, fresh insights, and debates.
2. Review articles provide a concise review of a subject of importance to wound healing researchers written by an invited expert.
3. Original articles are papers reporting the results of basic and clinical investigations that are sufficiently documented to be acceptable to critical readers.
4. Case reports/ideas and innovations deal with clinical cases of scientific interest or innovation.
5. Book reviews introduce new books to wound care practitioners. Authors or publishing companies are also welcome to submit their recently published books to the Editorial Office.
6. Letters are short original research articles on issues important to researchers.
7. Communications are short articles with interesting and instructive information for readers.

General Guidelines
1. The main document with the manuscript text and tables should be prepared with in an MS Word or RTF format in English or Korean.
2. The manuscript should be written in 10-point font with double line spacing on A4 sized (21.0 x 29.7 cm) paper with 2.5 cm margins on the top, bottom, right, and left.
3. There should be no mention of the institution where the work was carried out, especially in the Abstract and Methods section. If the institution should be inserted, include it after acceptance of an article.
4. Even with Korean-language manuscripts, all tables, figure legends and references should be prepared in English, as should the abstract. Medical terminology should be written...
based on the most recent edition of Dorland’s Illustrated Medical Dictionary. Korean medical terms should be selected from the most recent edition of English-Korean Korean-English Medical Terminology published by the Korean Medical Association (KMA), which can be found at https://term.kma.org/. Terms difficult or inappropriate to translate into Korean can be used in English.

5. The use of acronyms and abbreviations is discouraged and should be kept to a minimum. When used, they are to be defined where first used, followed by the acronym or abbreviation in parentheses.

6. Drug and chemical names should be stated in standard chemical or generic nomenclature.

7. Units of measure should be presented according to the International System (SI) of units. All units must be preceded by one space except percentage (%).

8. Descriptions of genes or related structures in a manuscript should include the names and official symbols provided by the US National Center for Biotechnology Information (NCBI) or the HUGO Gene Nomenclature Committee.

9. Statistical expression: mean and standard deviation should be described as mean±SD, and mean and standard error as mean±SE. P-values should be described as P<0.05 or P=0.003.

10. Generic and brand name of medicine: for medicine, use generic names. If a brand name should be used, insert it in parentheses after the generic name.

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For specific study designs, such as randomized control studies, studies of diagnostic accuracy, meta-analyses, observational studies, and non-randomized studies, authors are encouraged to consult the reporting guidelines relevant to their specific research design. A good source of reporting guidelines is the EQUATOR Network (https://www.equator-network.org) and NLM (https://www.nlm.nih.gov/services/research_report_guide.html).

Manuscripts will not be acceptable for publication unless they meet the following editorial requirements. In general, manuscripts must include 1) Title page, 2) Structured abstract and Keywords, 3) Main text (Introduction, Methods, Results, Discussion), 4) Conflict of interest, 5) References, 6) Tables, and 7) Figure legends.

1) Title page
A running title (no more than 40 characters in length), manuscript title, and each author’s full name and affiliation including the name of the country, should be provided. For a multicenter study, indicate each individual’s affiliation using a superscript Arabic number (1, 2, 3...). All persons designated as authors should be qualified for authorship. Each author should have participated sufficiently in the work to take public responsibility for the content. A ‘corresponding author’ for reprints should be indicated, and contact information (including address and e-mail) should be provided. Any financial disclosure or support (grant number, institution, and location), basis on a thesis or dissertation article (authors, title and degree, place and year of publication), acknowledgments (persons who have contributed intellectually to the paper but whose contributions do not justify authorship may be named and their function or contribution described, e.g., “scientific advisor,” “data collection,” or “participation in clinical trial,” and all sources of funding applicable to the study should be stated here explicitly), and presentation history (name of the meeting, date and location) at a meeting should be included if relevant.

2) Abstract and Keywords
The abstract should contain the following components in the order listed: Background, Methods, Results, and Conclusion. It should not exceed 250 words for original articles and reviews, and 200 words for case reports or ideas and innovations. Only Medical Subject Headings (MeSH) authorized words should be used for the keywords, and 3 to 5 keywords should be listed just after the abstract. The first letter of a keyword should be capitalized (e.g., Wound healing; Debridement).

3) Main Text
Introduction The purpose of the investigation, including relevant background information, should be briefly described.

Methods The research plan, the materials (or subjects), and the methods used should be described, in that order. When the experimental methodology is the main issue of the paper, the process should be described in detail so as to recreate the experiment as closely as possible. The sources of the apparatus, equipment, reagents or software used should be given (name of company). If relevant, information on the IRB/IACUC approval and informed consent should be included. Methods of statistical analysis and criteria for statistical significance should be described. Ensure correct use of the terms sex (when reporting biological factors) and gender (identity, psychosocial or cultural factors), and, unless inappropriate, report the sex and/or gender of study participants, the sex of animals or cells, and describe the methods used to determine sex and gender. If the study was done involving an exclusive population, for example in only one sex, authors should justify why, except in obvious
cases, (e.g., prostate cancer).

Results The results should be presented in logical sequence in the text, tables, and illustrations. The text should not repeat all the data in the tables or figures, but describe important points and trends.

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4) Conflict of Interest
The corresponding author of an article is asked to inform the editor of all of the authors’ potential conflicts of interest possibly influencing their interpretation of data. A potential conflict of interest should be disclosed in the manuscript even when the authors are confident that their judgments have not been influenced in preparing the manuscript. Such conflicts may be financial support or private connections to pharmaceutical companies, political pressure from interest groups, or academic problems (e.g., employment/affiliation, grants or funding, consultancies, stockownership or options, royalties, or patents filed, received, or pending). In particular, all sources of funding applicable to the study should be explicitly stated. Conflict of interest is a condition not a behavior.

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References should be obviously related to the content of the submitted paper and should not exceed 25 for original articles. References should be numbered consecutively in the order in which they are first mentioned in the text. Each reference should be cited as [1], [1,4], or [1-3], at the end of the related sentence in the text. The abbreviated journal title should be used according to the NLM Catalog: Journals referenced in the NCBI Databases (http://www.ncbi.nlm.nih.gov/nlmcatalog/journals) and the List of KoreaMed Journal Information (https://journals.koreamed.org). If there are three or fewer authors in a reference, then all the names of the authors should be listed. If the number of authors is greater than three, list the initial three authors, and replace the names of the following authors with ‘et al.’ Unpublished observations and personal communications should not be used as references, although references to written, not oral communication may be inserted (in parentheses) in the text. Abstracts published in a citable journal may be cited. To cite a paper accepted but not yet published, state the paper’s DOI number. References must be verified by the author(s) against the original documents. Other types of references not described below should follow Citing Medicine: The NLM style guide for authors, editors, and publishers (http://www.ncbi.nlm.nih.gov/books/NBK7256/). Sample references are given below:

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Tables should be typed double-spaced on separate pages within the manuscript, and they should be titled and numbered in Arabic numerals in the order of their first citation in the text. Each column should be given a short heading. Only the first letter of the first word in each row and column should be capital letters. If numerical measurements are given, the unit of measurement should be included in the column heading. The statistical significance of observed differences in the data should be indicated by the appropriate statistical analysis. All nonstandard abbreviations should be defined in footnotes. For special remarks, lower case letters in superscripts a), b), c), d), e)… should be used.

7) Figures
Each figure should be submitted in a separate file, at a resolution of more than 300 dpi. Lettering and identifying marks should be clear, and the type size should be consistent on each figure. Capital letters should be used for specific areas of identification in a
figure. Symbols, lettering, and numbering should be distinctly recognizable so that when the figure is reduced for publication each item will still be legible. Short titles (less than 10 words) and detailed explanations belong in the figure legends, not on the illustrations themselves. Figure legends should not be included in the same file as the figure, but placed instead on a page at the end of the manuscript. The figures should be numbered in the form Fig. 1, Fig. 2, and Fig. 3. Only the first letter of the first word in the title and data should be capital letters. Related figures should be combined into one figure, with each subfigure denoted by the letters, A, B, C, and so on, following the Arabic number of the main figure (ex: Fig. 1A, Fig. 1B, C). Do not label the original picture by using capital letters within the figure. Instead, send the original files labeled accordingly in the file name. The figures will be labeled during the editing process by our staff. The illustrations of pathological tissue should state clearly the type of staining and the used magnification (ex: H&E, × 400), and the main contents should be marked by signs or arrows on the picture. The Editorial Office may request that hand-drawn illustrations be redrawn by a graphic designer, if necessary.

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Manuscripts on original work should contain a maximum of 10 type-written pages for the contents of the text and 25 references.

EDITORIAL
Editorials are invited by the editors. Editorial topics could include active areas of research, fresh insights, and debates in all fields of wound healing. Editorials should generally not exceed 2,000 words, excluding references, tables, and figures.

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Review and topic papers will be requested by the editors. They are generally prepared in the same format as original articles, but the details of the manuscript format may be flexible according to the contents. Manuscripts are limited to 5,000 words of text and include a 250-word summary in the place of the unstructured abstract. References should not exceed 100.

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BOOK REVIEWS
Book reviews provide a review of a newly published book on wound healing by an invited expert. They are usually unstructured and do not require abstracts.

LETTERS
This section of the journal is set aside for critical comments directed to a specific article that has recently been published in the journal. Letters should be brief (800 words), double-spaced, and limited to a maximum of 5 citations and 5 figures. The letters and replies should be prepared according to journal format. Illustrative material can be accepted only with the permission of the editors. The authors should include a complete mailing address, telephone and fax numbers, and e-mail address with their correspondence. The title of your letter should be identical to the title of the published article being discussed. The Editor-in-Chief reserves the right to shorten letters, delete objectionable comments, and make other changes to comply with the style of the journal.

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Texts for the communications section are non-scientific articles that do not follow the structure of a formal journal article. They should address practical concerns or topics that would be of special interest to JWMR readers such as reports on professionally related travel or volunteer work.

MANUSCRIPTS AFTER ACCEPTANCE
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A gallery proof PDF file will be dispatched from the publishing company to the corresponding author for checking the copyedited and typeset article before publication. Any changes should be returned within 48 hours after receipt of the PDF files. No significant changes should be made to alter the interpretation of the results. Only minor changes, such as correcting typographical errors or critical changes to maintain the article’s accuracy, are allowed. If there are too many changes during the author’s proofreading process, those changes will not be accepted and the paper can be considered for re-submission. Authors should do their best to ensure the accuracy of the proofs. The publisher reserves the right to deny any changes that do not affect the accuracy of the content. Prompt response to Editorial Office requests for additional information or improved figures is necessary to ensure timely publication. Delays in providing necessary additional information may result in publication delays. Articles may be moved to another issue or encounter delays in publication as determined necessary by the publisher and Editorial Office. To the degree possible, corresponding authors will be contacted regarding any unforeseen delay in publication. After publication, if there are critical errors, they should be corrected as Corrigendum (corrections of the author’s errors) or Erratum (corrections of the publisher’s errors).

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A fast track review and publication process is available for authors who desire quick publication of their papers. The review process will be conducted as rapidly as possible. When and after the decision for acceptance has been made by the Editor-in-Chief, the editing and proofreading process proceeds just as for normal publications. The acceptance of fast track submission manuscripts will be decided solely based on scientific merits of manuscripts. Regardless of nationality, the corresponding author will be charged a non-refundable submission fee of 50,000 Korean Won (50 USD) per article for fast track submissions, and an additional basic article processing charge of 600,000 Korean won (600 USD), plus 100,000 Korean won (100 USD) per page for each article accepted for publication. Manuscripts submitted after 21 May 2023 are subject to these fees; manuscripts submitted before this date will be charged a processing cost of 600,000 Korean won (600 USD) regardless of length.

Details on fast track submission and publication can be found at Fast Track Submission (https://www.jwmr.org/authors/fast_track.php).
# Checklist for Submission

## A. Confirmation by authors

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<th>Items</th>
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<td>Originality</td>
<td>Confirm that neither the manuscript submitted nor any part of it has been published or is being considered for publication elsewhere</td>
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<td>Research ethics</td>
<td>Confirm that your study complies with the ethical guidelines for research and publication described in Good Publication Guidelines for Medical Journals and Guidelines on Good Publication</td>
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<td>Disclose any commercial associations with specific products or financial support from any company</td>
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<td>Thesis</td>
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## B. Structure of article

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<td>Sequence</td>
<td>Title page, abstract and keywords, main text, conflict of interest, acknowledgements, references, table legends, and figure legends</td>
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<td>Title page</td>
<td>A manuscript title, running title, and each author’s full name and affiliation should be provided</td>
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<td>Not exceed 5,000 words for review article/topic</td>
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<td>Not exceed 5 type-written pages for case report/idea and innovation</td>
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<td>Main text</td>
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<td>Include introduction, case or idea, and discussion for case report/idea and innovation</td>
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<td>Main text should not include the affiliations and names of the authors, especially in Methods</td>
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<td>References</td>
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<td>Figures</td>
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<td>Consent form(s)</td>
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<td>Authorization and Release form for identifiable patient descriptions and photographs are included</td>
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Checklist for the Authors

about Informed Consent, Human and Animal Rights, Copyright Transfer, Disclosure of Conflict of Interest, and Acknowledgement Statement

Type of Manuscript:

☐ Original article  ☐ Review article  ☐ Case report  ☐ Ideas and innovations
☐ Letter to the editor  ☐ Editorial  ☐ Book Review  ☐ Communication

Title:

1. Informed Consent
The author(s) haven’t suggested any personal information that may make the identity of the patient recognizable in any forms of description part, image or pedigree unless essential and indispensable as scientific information. When the image records or medical information of the patient included in the manuscript risk recognition of personal identification, the author(s) have received patient consent in writing form and have clearly stated it.

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4. Disclosure of Conflict of Interest
Author(s) of the manuscript have clarified any potential conflicts of interest that could influence the authors’ interpretation of the data such as research expenses, consultant expenses, stocks, political pressure from interest groups, academically related issues, and all sources of funding.

5. Acknowledgement Statement
The author(s) certify that all persons who do not meet authorship criteria but have contributed to the work reported in the manuscript are named with their specific contribution in an Acknowledgment in the manuscript.

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Patient Photographic and Videographic Consent, Authorization and Release Form

I am informed and aware of photographs, videos and other images (imaging records) taken by Dr./Nurse __________ or his/her designee(s) of myself or any parts of my body regarding procedures carried out by Dr./Nurse __________ or his/her team. I understand and consent that such imaging records may and will be used by Dr./Nurse __________ as reference in diagnosing and treating other patients in the future. I further consent to the release and transfer of copyright ownership by Dr./Nurse __________ to the Korean Wound Management Society (“KWMS”) of such imaging records.

I understand that by consenting on release of my imaging records, these may be published by KWMS and/or any party acting under the license and authority of KWMS in any print, electronic or broadcast media, specifically including, but not limited to, medical journals (especially the Journal of Wound Management and Research “JWMR”) and textbooks, scientific presentations and teaching courses and Internet websites, for the purpose of informing medical professionals or the general public about wound management method, results, issues, trends, concerns and similar matters. I further understand that the imaging records shall become the property of KWMS.

I understand that when these imaging records are included in any articles, medical information regarding sex, age, operative date and treatment results may and will be included together. I also understand that neither I, nor any member of my family, will be identified by name in any publication. I understand that in some circumstances the images or medical information may portray features which shall make my identity recognizable. Further, I recognize that in some instances the images may be transformed into a non-photo likeness of me.

I understand that I have the right to revoke this authorization in writing at any time, but if I do so it may not have any effect on actions taken prior to my revocation. If I do not revoke this authorization, it will expire ten years from the date written below. I also understand that I may refuse to sign this authorization and that whether I consent on this form or not will have no effect on the medical treatment I receive from Dr./Nurse __________ or any subordinates.

I release and discharge Dr./Nurse __________, KWMS, and all parties acting under their license and authority from all rights that I may have in the imaging records and from any claim that I may have relating to such use in publication, including any claim for payment in connection with distribution of publication of the images in any medium or claim arising from the distribution of publication by any third party.

I hereby warrant that I am over nineteen years of age, and competent to contract in my own name.

I grant this consent as a voluntary contribution in the interest of public education, and certify that I have read the above Consent, Authorization and Release form and fully understand its terms.
Patient Photographic and Videographic Consent, Authorization and Release Form

Name: ___________________________ Signature: ___________________________

Date: ___________________________ Hospital: ___________________________

Designated Dr./Nurse: _______________ Signature: ___________________________

I have read the above Consent, Authorization and Release. I am the parent, guardian or conservator of _______________, a minor. I am authorized to sign this consent on his/her behalf and I grant this consent as a voluntary contribution in the interest of public education.

Parent/Guardian ___________________________ Signature: ___________________________

Date: ___________________________
환자 사진 및 동영상 촬영과 출판, 이용 동의서

본인은 본인이 받은 사술과 관련하여 사진과 동영상 등의 영상 기록이 촬영된 사실을 알고 있습니다. 또한 본인과 관련된 사진과 동영상 등이 다른 환자의 진단과 치료를 위한 자료로 사용될 것이며, 영상을 촬영한 의료진이 해당 영상의 저작권을 대한창상학회("KWMS")에게 양도할 것을 이해하고 이에 동의합니다.

본인의 영상 기록의 촬영과 이용에 동의함으로써 의학 발전에 유용하게 사용되기 위해 학술 목적으로 KWMS 또는 KWMS의 허가를 받은 제3자에 의하여 학회지 논문(특히 대한창상학회의 학술지 Journal of Wound Management and Research)과 교과서, 학술발표와 강연 그리고 인터넷을 비롯한 인쇄 및 전자 또는 방송 매체에 이용될 수 있음을 설명 받았습니다. 또한 본인의 영상 기록이 KWMS의 소유가 된다는 점을 이해하였습니다.

본인의 영상 기록이 학회지 논문을 비롯한 매체에 인용될 때는 본인의 성별과 나이, 시술 시기, 치료와 관련된 학습적 정보가 기술되고, 경우에 따라서는 영상 기록 또는 의학적 정보를 통해 개인 식별이 가능할 수도 있으며, 영상 기록물 본인의 신체와 유사한 형태의 영상으로 변조할 수도 있음을 이해하였습니다. 또한 어떤 경우에도 본인 또는 본인 가족의 실명이 학술매체에 기재되지 않음을 설명 들었습니다.

본인의 이러한 동의의 여부와 앞으로 치료 과정에는 아무런 상관이 없으며, 의료진이 최선을 다해 본인을 치료하게 될 것이고 이러한 동의를 원하지 않더라도 의료진은 본인의 결정을 존중할 것임을 설명 들었습니다. 또한 동의와 서명 이후라도 어느 때든지 서면으로 동의를 취소할 수 있으나, 동의 취소 이전에 행해진 활동 등에 대해서는 취소가 효과를 발휘하지 않을 수 있음을 이해하였습니다. 동의를 취소하지 않을 경우 서명 후 양도된 저작권은 사망한 후 10년 후 소멸될 것임을 설명 들었습니다.

본인은 19세 이상의 성인으로 스스로 동의 및 서명할 수 있으며, 본 내용이 공공교육에 헌신할 수 있음을 알고 자발적으로 작성하였고, 저작권과 사진 출판 및 용어에 대하여 충분히 이해하였습니다.

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날짜: ___________________________ 병원명: ___________________________

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