

GUIDELINES OF PUBLICATION IN THE JOURNAL

Editorial policy

Journal of Negative and No Positive Results is an international open-access peer-reviewed journal, focused in negative, neutral or not positive results from research in science, health and pharma.

Articles should be submitted through the online management system. Manuscripts should be prepared according to the latest version of the International Committee of Medical Journal Editors' recommendations (available at <http://www.icmje.org>), and comply with the guidelines outlined therein. Failure to observe these requirements and instructions will inevitably result in a delay in the editorial process and could even result in rejection of the manuscript.

Furthermore, any works submitted that do not follow these guidelines will be sent back to their respective authors, so that they can amend any issues detected, before the editorial process can go on.

Submitted articles must be original and unpublished, and should not be under review in any other journal.

All manuscripts will be subjected to a standard anonymous peer review process. The editorial board shall send every author the reviewer's anonymous report, and they should respond in accordance with the recommendations received. Only then the manuscript will be approved. The editorial board reserves the right to reject any original work that they consider to be unsuitable and to propose any necessary amendments. The letters to the editor may be approved directly by the editor, upon report from the editorial board. Authors who consider an urgent publication of their work to be very important should specify this in their covering letter, including an appropriate justification. Based on the editorial board's judgment, these works shall undergo a priority review process. The statements and opinions expressed in the articles, including possible errors or falseness, are the sole responsibility of their author/s.

Approved articles become the property of ***Journal of Negative and No Positive Results***, and they should not be partly or fully reproduced without their permission. Once their work is published, authors sign over exclusive rights to ***Journal of Negative and No Positive Results*** for the publication, reproduction, distribution, translation and public communication (in any media or format – audio, video, electronic files, etc.) of their work. Authors also grant ***Journal of Negative and No Positive Results's*** editorial board the right to include their article in national and international indexes or databases. A letter signing over rights to ***Journal of Negative and No Positive Results*** shall therefore be issued and sent, together with the original work via the online manuscripts management system.

Types of articles and length

Editorial. It may have a scientific or a professional focus based on topics related to the journal's scope, or even on current issues. An editorial may also be published on the author's/s' request and assessed by the editorial board (we recommend prior consultation with the journal's editor/director).

Original. Quantitative or qualitative research related to any aspect of investigation in the fields object of the journal. This type of article should include a brief text before the Introduction explaining the contribution of the study to scientific literature, so that a general outlook of the most relevant content can be offered to the readers (see delivery procedure, second document, contribution to scientific literature).

Original brief. Same features as Original publications but, published in a more concise way.

Review. Review work, preferably systematic, with or without meta-analysis, on relevant and up-to-date issues in the field object of the journal.

Letter to the Director. This section shall include any brief communication commenting on:

- Comments on an article previously published in the journal. Priority will be given to letters making reference to articles that have appeared in the previous edition of the journal and will therefore be published first.
- Comments on the editorial line of the journal, also comments related to current scientific issues, as long as they convey a clear interest in the fields object of the journal.

Recommended manuscript length				
Type of article	Abstract	Text	Tables and figures	References
Editorial	---	2.000 words	1	10
Original	250 structured words	3.500 words	6	30
Original brief	150 structured words	2.000 words	3	15
Review	300 structured words	6.000 words	6	150
Letter to the Editor	---	400 words	1	5

Presentation of manuscripts

Formal aspects of the article

Journal of Negative and No Positive Results publishes articles in Spanish and English. When submitted in English, the article must be previously reviewed by an English native speaker and it should always include abstract and keywords both in Spanish and English if required by type of article.

Text files should be sent in Word format, keeping an interline spacing of 1.5 in all sections, 2 centimeters margins and page numbering in the lower-right hand corner of the page. Abbreviations should be avoided in the title and abstract of the work. The first time an abbreviation appears in the text it must be preceded by the complete term it refers to, except in the case of metric units, which will be expressed in the International System of Units. Decimal figures should be separated from units using a comma and thousands should be indicated using a full stop (for articles in English). Articles in English should follow the corresponding punctuation marks (using a full stop for units and a comma for thousands).

Recommendations for publishing

Journal of Negative and No Positive Results adheres to the International Committee of Medical Journal Editors' latest version of Uniform Requirements for manuscripts submitted to biomedical journals (official version available at: <http://www.icmje.org/>).

When reporting clinical trials, the guidelines by the Agencia Española de Medicamentos y Productos Sanitarios, should be followed (available at: <http://www.aemps.gob.es/investigacionClinica/medicamentos/ensayosClinicos.htm>); the author/s must be registered under the Spanish registry of clinical studies (the identification code must be stated in the article to be published).

Adherence to ethical recommendations

Before any studies are sent in and whenever humans or animals are involved in the tests, previous evaluation and authorization from research or clinical trials committees must be obtained as well as confirmation of adherence to the basic principles of the *World Medical Association's* Helsinki Declaration (text available at: <http://www.wma.net/es/20activities/10ethics/10helsinki/>).

More specifically, it should be stated that patient's data were collected after signing an informed consent form whenever necessary. Furthermore, authors must state that they followed all the established protocols, from their respective health centres, to gain access to the clinical histories data in order to carry out this type of research/dissemination aimed at the scientific community. Each and every one of these conditions should be clearly detailed in the Methods section.

Submission procedure

Articles must be submitted online via the Website <http://www.jonnpr.com>, where all the information regarding the submission of works can be found. It is also possible to follow and track the status of submitted works through this Website.

Articles should be uploaded onto the system in several files:

- The first document should include the title page, a covering letter, an authorship statement, funding, acknowledgments and conflicts of interest.
- The second document should include the main body of text (abstract and key words, introduction, methods, results, discussion, references, tables and figures captions).
- Figures.

Detailed instructions can be found in the online submission system.

Review process: After reviews are received, authors should return, together with the revised version, a detailed explanation of all edits and changes incorporated (following recommendations by the experts' reports and those from the journal's editorial board).

First document

Title page: It should include the manuscript title, authors' information and their affiliations, the name and address of the corresponding author, the abstract word count and manuscript word count.

The title provides an accurate and concise description of the article, in one single sentence (generally no more than 15 words). Acronyms, codes and symbols which are not of common use should be avoided.

Title into English and Spanish must be included.

Authors will state their name (unabbreviated) followed by one (or two) surnames. The authors' institutional address should be specified on the next line. Authors' academic degrees/categories are not to be included. Group authorship requirement must be taken into account. We recommends authors define their "bibliographic name" with a single surname (two surnames linked by a hyphen where necessary), in order to prevent any possible confusion in the bibliographic references databases. Authors who include two surnames when sending the manuscript should be aware that both surnames will be published the heading of the article; the reference with the two surnames will be sent to the databases where it is indexed, and the journal shall bear no responsibility for possible confusions with subsequent references to the author.

The title page should list the corresponding author's name, complete address, phone number and e-mail. If approved, the postal address and e-mail will be shown on the first page of the article.

Word counts should be indicated specifying the number of words in the abstract in Spanish and English, and the total word count of the main text (first page, abstract, references, tables and figures excluded).

Cover letter: It should include a short paragraph presenting the main message of the article, its contribution to previous knowledge, its originality and relevance. The cover letter must state:

- The type of article, notwithstanding the final decision of the journal's editorial board.
- That the work has not been previously published, and it is not being reviewed by any other journal.
- That the appropriate permission to reproduce material that has already been published (if it is the case) has been obtained and that those permissions will be submitted to the journal once the work is accepted for publication.
- Indication and justification, when necessary, for the need to process the publication quickly due to the special relevance of the emerging data or because the data may rapidly become obsolete.

A statement indicating compliance with the journal's guidelines must also be included. This section should include declarations regarding any possible works that could be considered redundant, as well as any other occurrence that could be of relevance to the Editor in chief of ***Journal of Negative and No Positive Results***.

Statement of authorship: This section should include a paragraph that clearly specifies the contributions from each one of the authors, both the research work and preparation of the manuscript. The standard requirements for submitting manuscripts to scientific journals establish that authorships must be based on a substantial contribution, simultaneously granted to:

- The conception and design of the work, data collection or analysis, and interpretation.
- The writing of the article or its critical review through important intellectual contributions.
- The approval of the final version for publication.

All of these conditions must be fulfilled, as the exclusive participation in certain limited tasks such as the search for and collection of funds, the collection of data, or the statistical analysis, does not justify the authorship, neither does the general supervision of the work. The responsible author in charge must guarantee that all participants included fulfill the authorship criteria and that no one fulfilling the criteria is excluded.

Funding: Financial and material support to the study must be acknowledged, indicating the supporting body, agency, institution or company, as well as the project, agreement or contract number. In the event that no external funding is received, "No financial support was received for this study" should be stated.

Acknowledgements: This section may include the names of those individuals who are not eligible for authorship, but who have contributed to the study or to the article. Individuals or institutions having supported the study through their work or funding may equally be mentioned here. Individuals mentioned in the acknowledgements section must be informed and give their approval before being included in this section.

Conflicts of interest: All articles submitted must be accompanied by a declaration of any possible conflicts of interest from each one of the signatories. Conflicts of interest may be derived from work, research, financial relationship or moral issues. When submitting their manuscript, authors must indicate in writing the existence of any of these conflicts. The Editor in chief may require authors, affected by the conflict of interest, to extend upon or go into further detail whenever appropriate. It should also be explicitly stated in the article when there are no conflicts of interest by stating “No conflict of interest”. The inclusion of this information is a *condicio sine qua non* for all of the types of articles previously described to be considered by the editorial board.

Second document (main body of the article)

Abstract: According to *Journal of Negative and No Positive Results's* guidelines some works must have an abstract (see section on types and length of articles). When a structured abstract is required, it should include the following sections: objective, method, results, conclusions. The abstract should 1) work as a substitute for the text when the latter is not available; 2) be developed in concise terms, with reference to the main ideas of the article; 3) not include references, materials or data which are not mentioned in the main text; 4) not use abbreviations. Abstracts should be written in both, Spanish and English, presenting first the one that corresponds to the main language of the article.

Key words: Three to ten key words are to be included at the end of the Abstract; these words will serve to identify the content of the work for its inclusion in indexes and databases. Unless it is not feasible, the key words should match the indications from the *Medical Subject Headings (MeSH)* proposed by the *U.S. National Library of Medicine*, which are available at: <http://www.ncbi.nlm.nih.gov/mesh>. Key words should be written in both, Spanish and English, presenting first the one that corresponds to the main language of the article.

Contribution to scientific literature: Original articles should include a brief text explaining the contribution of the study, so that readers can have a general view of the most relevant contents. The content of the abstract must not be copied here. Abbreviations should not be included. It is advisable to include the following information:

- Description (200 characters maximum) detailing the contribution of the study to existing knowledge.
- A second paragraph (200 characters maximum) will explore the implications of the findings for future research.

Introduction: It must be as brief as possible, trying to justify the need for the presented work. The subject should be focused on current data. Only essential references should be included, mainly current topics, according to their relevance in relation to the aims of the study. It should not include data or conclusions from the published work. The last paragraph of the introduction will explain the work's objective/s.

Methods: This section should state the field of research, the period or duration, the characteristics of the series studied, the selection criteria and the techniques applied, with a precise description of how

the study was carried out, the study design, inclusion and exclusion criteria, treatment guidelines, statistical analysis, etc., and it must include sufficient details for the repetition of the study based on the given information. In the case of reviews, we strongly recommend describing the references search, the inclusion and exclusion criteria, the method of quality assessment for the evidence found and the techniques used to assess the results.

Results: Description of the findings obtained with the materials and methods referred, detailing both positive and negative outcomes. Data can be mentioned in the text, or as tables and figures. The text must not include repeated data from the tables or figures. Only important observations will be highlighted or summarized, always in line with the study objective.

Discussion: Interpretation of the results, highlighting new and important aspects of the study and the conclusions derived from them. This section must establish the association of the observations described with other relevant studies. Authors may give their own opinions on the subject. This section should also include a discussion on the meaning and practical application of the results; the considerations of a possible inconsistency in the methodology and the reasons justifying the validity of the results; the association with similar publications and a comparison of the agreement and disagreement areas, together with indications and guidelines for future research. The discussion however should not become a review of the subject, with a repetition of concepts already presented in the introduction. A repetition of the study results should also be avoided. Also to be avoided are speculative statements and those without a solid basis on data.

Tables: Tables must be presented in separate pages including:

- Table numbering with Arabic numbers, corresponding to the numbering cited in the text.
- Heading at the top of the table and abbreviations or acronyms at the bottom.
- Just one table per page.
- Each column should have a heading. The content should be self-explanatory and included data should not be repeated in the text or in other tables or figures. The journal will admit tables occupying a maximum extension of one page. Therefore, in the case of very large tables, these will be divided in several parts, indicating it is a continuation for each of those parts.
- When including a statistical study, the table will show a footnote indicating the technique used and the level of signification, if it is not included in the text of the table itself.

Figures: Figures should include all kind of non-tabular material (morphology, algorithms, histograms, graphics, etc.) and should be cited consecutively in the text. Figures should be of an adequate resolution and high quality, with an arrow indicating the upper most section when they lack text. The legends or figures captions should be written on a separate page in the article file, after the tables, indicating their respective number in Arabic numerals. When pictures of patients are included, they should be shown in such a manner that the subjects cannot be identified.

References: References will be presented following the order of appearance in the text, tables or figures, with the corresponding correlative numbering in Arabic characters. When a reference citation is placed by a punctuation mark, the citation will precede the mark. In the text, numerals will keep a superscript format. References will be written as standard text, not as foot notes or final notes. Specific codes of programs for the processing of literature and references will not be accepted.

Citations of journals in Spanish will maintain diacritical marks even if these are not kept as such in databases.

Only works with some relation to a specific section of the manuscript will be cited, and the authors will be responsible for an adequate bibliographic review of the existing knowledge within the subject of investigation. Reviewers will specifically check that every relevant reference has been taken into account.

Personal communications and unpublished data shall not be cited, but instead they will be referred to in the text. Original works accepted, but not published yet, may be included in the bibliographic references, with specification of the name of the journal, followed by the mention “accepted for publication” and the date of acceptance. In the case of articles previously published in digital media, the date of publication shall be indicated.

When citing, format and style “uniform requirements for manuscripts sent to biomedical journals” must be followed strictly, available at: http://www.nlm.nih.gov/bsd/uniform_requirements.html.

The journals’ abbreviations should follow those listed in the *US National Library of Medicine*, available at: <http://www.ncbi.nlm.nih.gov/nlmcatalog/journals>. When the journal is not included in database, the complete name of the journal should be written with no abbreviations.

The following reference formats are listed according to the type of document to be cited:

- 1. Original article or review:*
Author/s. Title. International abbreviation of the journal. Year;volume(number): first page-last page (with no repetition of tens, hundreds, etc.).
- 2. Original article or review in supplements:*
Author/s. Title. International abbreviation of the journal. Year;volume(supplement): first page-last page (with no repetition of tens, hundreds, etc.).
- 3. Articles awaiting publication:*
Author/s. Title. International abbreviation of the journal. (*awaiting publication* accepted “approval date”)
- 4. Books and monographies:*
Author/s. Title. Edition. Place of publication: editorial; year.
- 5. Chapter of a book:*
Author/s. Title of the chapter. In: Editor/s of the book. Title of the book. Edition. Place of publication: editorial; year.
- 6. Scientific or technical report:*
Author/s. Title of the report. Place of publication: institution, publishing or sponsoring agency; year.
- 7. Doctoral thesis:*
Author. Title. Edition. Place of publication: editorial; year.
- 8. Legal documents:*
Title of the legal document. Name, number, (publication date) of the publication.

9. Digital material:

Original article or review of the digital journal:

Author/s. Title. International abbreviation of the journal [Internet journal]. Year [consultation date];volume(number):first page-last page (with no repetition of tens, hundreds, etc.)*. Available at: URL (to avoid any possible mistakes do not place a full stop at the end of the URL address)

*When no numbering is available, there should be an indication of the approximate number of screens

Monography on the internet:

Author/s. Title [Internet monograph]. Edition. Place of publication: editorial; year [date of consultation]. Available at: URL (to avoid any possible mistakes do not place a full stop at the end of the URL address)

Web page:

Author/s. Page title [Web page]. Place of publication: Editor; Date of creation [Date of update; Date of consultation]. Available at: URL (to avoid any possible mistakes do not place a full stop at the end of the URL address)

Internet database:

Institution/author. Title [Internet database]. Place of publication: Editor; Date of creation [Date of update; Date of consultation]. Available at: URL (to avoid any possible mistakes do not place a full stop at the end of the URL address)