

Kidney International Supplements

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GUIDE TO AUTHORS

Scope

Kidney International Supplements aims to inform the renal researcher and the practicing nephrologist on all aspects of renal research, including:

- The latest clinical studies on emerging developments in renal medicine.
- The highest level of original research studies in clinical and basic renal research.
- Nephrology sans Frontières - occasional short articles that discuss matters of local interest to nephrologists around the world, but which we feel need to be known by nephrologists world-wide
- Short reviews on hot topics and in depth reviews about major issues in renal research.
- Controversial discussions on renal therapeutics or diagnosis written by two opposing authorities
- State of the Art teaching materials including clinicopathological conferences where eminent clinicians discuss difficult or interesting cases illustrated by multiple pathology, imaging studies and charts
- Images in Nephrology, which are presentations of interesting images in renal pathology, radiology chosen for their illustrative nature or simply for their esthetic qualities.
- Issues of importance to the international renal community including the politics of funding, of organ transplantation, of adequacy of dialysis, of world-wide affordability of end stage renal care and many other topical issues.

PREPARATION OF MANUSCRIPTS

The types of manuscripts accepted by KI are:

Editorial

Review

Minireview

Commentary

Technical Note

Nephrology Image

Original Article (Subcategories: Basic Research, Clinical Research, Clinical Trials)

Editorial

Word Limit: 1600 words (8,960 characters) maximum including spaces.

Abstract: no abstract required for this manuscript type.

References: 5 maximum.

Review

Reviews are comprehensive analyses of specific topics in nephrology.

Word limit: 5,000 words (28,000 characters) maximum including spaces and abstract but excluding references, tables and figures.

Abstract: 250 words (1500 characters) maximum including spaces.

References: no maximum.

Figures/tables: 3 images or figures required.

Minireview

Minireviews are topical and highly focused subjects.

Word limit: 3000 words (16,800 characters) maximum including spaces and abstract but excluding references, tables and figures.

Abstract: 250 words (1500 characters) maximum including spaces.

References: 20 maximum.

Figures/tables: 2 images or figures required.

Commentary

Commentaries discuss a paper published in a specific issue and should set the problems addressed by the paper in the wider context of the field.

Word limit: 1500 words (8,400 characters) maximum including spaces and abstract but excluding references.

Title: 115 characters maximum including spaces.

Abstract: 75 words (420 characters) maximum.

References: 10 maximum including the article discussed.

Figures/tables: 1 figure required (will be redrawn).

Technical Note

Examples of appropriate subject matter include descriptions of new laboratory or clinical methods, new apparatus, or critical modifications of established techniques. Organization of Technical Notes should be the same as for regular manuscripts except that section headings should be omitted.

Word limit: 1500 words (8400 characters) maximum including abstract but excluding references, tables and figures.

Abstract: 250 words (1500 characters) maximum including spaces

References: 20 maximum

Nephrology Image

Illustrative images that are unique or highly illustrative of specific occurrences in Nephrology such as renal pathology, radiology, specific skin lesions, etc. They should be accompanied by a brief one-paragraph description of relevant clinical information. Article must fit onto one page. You will be asked to cut text or part of your figure in the proof if article is longer than one page.

Word limit: Title: 70 characters including spaces; text: 300 words (1700 characters) including spaces

Figures: 2 single-panel figures maximum. No multi-part figures allowed.

References: none

Abstract: no abstract required for this manuscript type

Original Article

Full-length reports of current research in either basic or clinical science.

Word limit: 4000 words (22,400 characters) maximum including spaces and abstract but excluding references, tables and figures.

Abstract: 250 words (1500 characters) maximum including spaces.

Results: Include headings about what is being tested in each individual experiment.

References: no limit

Figures/ tables: no limit. However, additional figures and tables may be considered as supplements for Web-only publication.

Clinical Trials

Kidney International Supplements encourages the submission of manuscripts reporting results of clinical trials and must be submitted under a separate category under Original Articles - Clinical Trials. It is important to follow the recommendations of the International Committee of Medical Journal Editors (ICMJE), which requires that "any research project that prospectively assigns human subjects to intervention and comparison groups to study the cause-and-effect relationship between a medical intervention and a health outcome" must be registered before the start of patient enrollment. Trials in which the primary goal is to determine pharmacokinetics are exempt. A list of acceptable registries is available on the ICMJE website (<http://www.icmje.org>). Each manuscript will be checked upon submission to determine whether the study has been appropriately registered. All studies which began enrolling patients after July 1, 2005 must have been registered before patient enrollment. Any trial which was still seeing patients on September 13, 2005, should have been registered before September 13, 2005. If the trial was complete before September 13, 2005, the study should be registered before submission.

Reporting of randomized controlled trials should follow the guidelines of The CONSORT Statement (<http://www.consortstatement.org>).

HOUSE STYLE

Manuscripts must be submitted in American English. Authors should use the most current edition of *The American Medical Association Manual of Style*, *Stedman's Medical Dictionary* and *Merriam Webster's Collegiate Dictionary* as the standard guides.

Refer to drugs and therapeutic agents by their accepted generic or chemical name, and do not abbreviate them (a proprietary name may be given only with the first use of the generic name). Code numbers should be used only when a generic name is not yet available (the chemical name and a figure giving the chemical structure of the drug are required). Copyright or trade names of drugs should be capitalized and placed in parentheses after the name of the drug.

Names and locations (city and state in USA; city and country outside USA) of manufacturers of drugs, supplies, or equipment cited in a manuscript are required to comply with trademark law and should be provided in parentheses.

Quantitative data may be reported in the units used in the original measurement, but SI units are preferred, including those applicable to body weight, mass (weight) and temperature.

FORMAT OF MANUSCRIPTS

General Format

The manuscript should be organized under the following headings:

- Title Page
- Abstract
- Introduction
- Results
- Discussion
- Methods
- Acknowledgments
- Disclosure
- References

Title page

This should include (a) the complete manuscript title; (b) all authors' full names (listed as first name, middle initial, last name), highest academic degrees, and affiliations; (c) the name and address for correspondence, fax number, telephone number, and email address; and (d) A running head of no more than 50 characters (including spaces) should be supplied.

Abstract and Keywords

The abstract should be no longer than 1500 characters including spaces, stating the main problem, methods, results, and conclusions. There should be no subheadings in the abstract. It must be factual and comprehensive. The use of abbreviations and acronyms should be limited and general statements (e.g. "the significance of the results is discussed") should be avoided.

Abbreviations

Abbreviations should be defined at the first mention in the text and in each table and figure. For a list of standard abbreviations, please consult the Council of Biology Editors Style Guide (available from the Council of Science Editors, 9650 Rockville Pike, Bethesda, MD 20814) or other standard sources. Write out the full term for each abbreviation at its first use unless it is a standard unit of measure. Refrain from overuse of abbreviations.

Acknowledgment

The Acknowledgment may include the role played by contributing authors, or list appreciation for nonfinancial support and effort.

Conflict of Interest and Financial Disclosure

All contributing authors must include a disclosure statement in the body of the manuscript. The statement will describe relationships with companies that may or may not have a financial interest in the information contained in the manuscript. This information should be provided under the heading titled "Disclosure," which should appear after the Methods section and before the References section. The absence of any interest to disclose must also be stated. In addition, any financial interests must be detailed in the Financial Disclosure form, which will be provided to the corresponding author for distribution to each contributing author.

Disclosure

This work was supported by European Union grants FIS-1234 (JS) and ETS-00/012345 (YK).

AA has received consulting fees from X Laboratories and received lecture fees from Y Holdings. AB-C owns stock in X Laboratories and Y Holdings. AD holds a patent on the Z device, patent number 12345-6789. The remaining authors declared no competing interests.

This article was published as part of a supplement sponsored by One-Society, a working group of the World-Wide Society for the purpose of broadening the field in assisting devices.

References

References should be listed in order of appearance (Vancouver style). In the text, number references in order of appearance using superscript Arabic numerals (e.g. 1, 2, 3) for citations.

The reference list (starting on a separate page) should contain the references in the order they are cited in the text. Only published works (or those accepted for publication) should be referred to in the text and included in the reference list. The reference list must not contain any abstract citations, unpublished observations, personal communications, etc. Kindly cite such sources solely within the text (in parentheses), not in the reference list.

Do not list more than three authors per reference. Should there be four or more, please include only the first three followed by “*et al.*”

The following examples demonstrate correct reference style:

Journal articles: Fan SL-S, Almond MK, Ball E *et al.* Pamidronate therapy as prevention of bone loss following renal transplantation. *Kidney Int* 2000; **57**: 684–690.

Supplement articles: Fogo AB. Glomerular hypertension abnormal glomerular growth, and progression of renal diseases. *Kidney Int* 2000; **57** (Suppl 75): S15–S21.

Books: Lameire N, Mehta RL (eds.). *Complications of Dialysis*. Marcel Dekker: New York, 2000.

Articles in books: Weidner N, Buckalew VM Jr. Sick cell anemia, sickle cell trait, and polycythemic states. In: Tisher CC, Brenner BM (eds). *Renal Pathology*, vol. 2.. JB Lippincott: Philadelphia, 1989, pp 1417–1436.

FILE FORMATS

Manuscripts

Use Microsoft Word for the text of your article. The document should be set up in the standard letter size with 1-inch page margins. Text should be double-spaced, and preferably in 12-point Times New Roman font.

Figures, Images and Tables

Tables and figures should be sized to fit within the journal page margins. The publisher may reject tables or figures that are over-sized or awkwardly arranged or poor quality for publication. The use of three-dimensional histograms is strongly discouraged when the addition of the third dimension gives no extra information.

Each table should be on a separate page and numbered consecutively in the order of first citation in the text. Make sure that each table is cited in the text. Tables must be submitted as Microsoft Word documents. Do not use internal horizontal and vertical lines.

Figures and images should be labeled sequentially, numbered and cited in the text. Figures should be referred to specifically in the text of the paper but should not be embedded within the text. Do not make rules thinner than 1 pt (0.36 mm). Use a coarse hatching pattern rather than shading for tints in graphs. Use scale markers in the image for electron micrographs and indicate the type of stain used.

If a table or figure has been published before, the authors must obtain written permission to reproduce the material in both print and electronic formats from the copyright owner and submit the permission with the manuscript. This rule applies for quoted text, illustrations and other materials taken from previously published works not in the public domain. The original source should be cited in the figure caption or table footnote.

Legends and Titles

Legends must be submitted for all figures and images, and titles for all tables. They should be brief and specific, double spaced, and placed on a separate sheet titled 'Titles and legends' after the Reference section. Place explanatory matter for tables in the footnotes rather than in the titles.

Equations in Word must be created using Equation Editor 3.0

Equations created using the new equation editor in Word 2007 and saved as a "Word 97-2003 Document" (.doc) are converted to graphics and can no longer be edited. To insert or change an equation with the previous equation editor:

- Select "Object" on the "Text" sections of the "Insert" tab
- In the drop-down menu, select "Equation Editor 3.0" Do not use the "Equation" button in the "Symbols" section of the "Insert" tab.

Artwork

Detailed guidelines for submitting artwork can be found by downloading the guidelines PDF: <http://www.nature.com/aj/artworkguidelines.pdf>. Using the guidelines, please submit production quality artwork with your submission. At submission, all figures must be high enough quality (no less than 300 dpi) to be assessed in the peer review process. We prefer artwork to be submitted in EPS or TIFF format. PDF and Corel Draw files are discouraged.

Minimum Resolutions:

Halftone images: 300 dpi (dots per inch)

Color images: 300 dpi saved as CMYK

Images containing text: 400 dpi

Line art: 1000 dpi

Sizes:

Figure Width – single image

3 inches (86 mm) (Should be able to fit into a single column of the printed journal)

Figure Width – multi-part image

7 inches (178 mm) (Should be able to fit into a double column of the printed journal)

EDITORIAL POLICY

License to Publish

The corresponding author must complete and sign the License to Publish form. The **International Society of Nephrology** does not require authors of original research papers to assign copyright of their published contributions. Authors grant the **International Society of Nephrology** an exclusive license to publish, in return for which they can re-use their papers in their future printed work.

Authors are encouraged to submit their version of the accepted, peer reviewed manuscript to their funding body's archive for public release six months after publication. In addition, authors are encouraged to archive their version of the manuscript in their institution's repositories (as well as on their personal web sites), also six months after the original publication.

Authors should cite the publication reference and DOI number on any deposited version, and provide a link from it to the published article on the NPG website. This policy complements the policies of the US National Institutes of Health, the Wellcome Trust and other research funding bodies around the world. NPG recognizes the efforts of funding bodies to increase access to the research they fund, and strongly encourages authors to participate in such efforts.

More information is available online at the following link:

http://www.nature.com/authors/editorial_policies/license.html

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STATEMENT OF ETHICS

Originality

A submitted manuscript must be an original contribution not previously published (except as an abstract or preliminary report), must not be under consideration for publication elsewhere, and, if accepted, must not be published elsewhere in a similar form, in any language, without the consent of the ISN. Each person listed as an author is expected to have participated in the study to a significant extent and agrees with submission of the paper for publication. Although the editors and referees make every effort to ensure the validity of published manuscripts, the final responsibility rests with the authors, not with *Kidney International Supplements*, its editors, the International Society of Nephrology or Nature Publishing Group.

Informed Consent and Ethics

When reporting experiments on human subjects, indicate whether the procedures were in accordance with the ethical standards of the responsible committee on human experimentation (institutional or regional) or with the Helsinki Declaration of 1975 (and as revised in 1983). Include any Institutional Review Board or Animal Care and Use Committee protocol numbers as warranted by experimental design.

Guidelines for Studies of DNA Polymorphisms

For case-control studies investigating associations between DNA sequence polymorphisms and renal phenotypes the following review criteria will be considered in prioritizing manuscripts for publication:

1. Adequate sample size and explicit power calculation are required for all submitted manuscripts. Negative studies have to be adequately powered in order to be considered for publication.
2. Appropriate correction of p-values for multiple comparisons is also required. In many cases this will involve calculation of empiric p-values by permutation.
3. Typing multiple markers within a locus of interest is preferred over studies that examine a single polymorphism. Defining risk haplotypes and performing haplotypic association tests is encouraged.
4. Assessment and correction for possible population stratification are strongly encouraged, unless the analysis involves a method that is robust to stratification effects (eg. transmission disequilibrium testing).
5. Replication of the association in an independent cohort is required for new association findings.

Microarray Data

Authors submitting manuscripts containing microarray data must submit the data to the Gene Expression Omnibus (<http://www.ncbi.nlm.nih.gov/geo/>) or ArrayExpress (<http://www.ebi.ac.uk/arrayexpress/>) databases, and provide the accession number(s) upon submission to the journal. The data must be MIAME-compliant, with all variables completed.

SUBMISSION OF PAPERS

What you'll need

You will need to have the following details for all authors to submit your paper.

- Email Addresses
- First and Last Names
- Institution
- Full Postal Address (corresponding author only)
- Work Telephone Numbers (corresponding author only)
- Fax Numbers

In addition you will need:

- Cover letter
- Title and Running Title
- Abstract
- Manuscript files in MS Word
- Figures/Images in external files in TIFF or JPEG
- Tables in Excel (preferred) as separate files or embedded at the end of the manuscript file
- License to Publish form (corresponding author only)
- Conflict of Interest (includes entries on the completed Financial Disclosure form)

Peer Review

Manuscripts that do not adhere to the instructions will be returned to the corresponding author for technical revision before undergoing peer review.

Authors submitting a revised manuscript after review must include two versions: (1) a marked up manuscript that highlights changes made in response to the reviewers' comments and (2) a 'clean' (non-highlighted) manuscript.

Proofs

An e-mail will be sent to the corresponding author with a URL link from where proofs can be collected. Proofs must be returned by fax within 48 hours of receipt. Failure to do so may result in a delay to publication. Extensive corrections cannot be made at this stage.