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After the formal check, articles that comply with the journal's spelling rules are directed to the editor. All applications are evaluated by the responsible editor in terms of the journal's scope, purpose and compliance with the target audience. If the article sent to Namık Kemal Medical Journal is in conformity with the formal principles, the editor is directed to two independent reviewers by providing blindness between the reviewers and authors from Turkey and/or abroad.

If the reviewers deem necessary, they approve the publication after the changes requested in the article are made by the authors.



INSTRUCTIONS TO AUTHORS

Studies coming to the journal management system pass the preevaluation of the editor and the editorial board within 2 weeks at the latest;

Compliance with the scope and subject areas of the journal,

Compliance with the journal spelling rules (if any, article template, font, titles, submission and bibliography style, etc.)

Publication language (abstract, sufficiency of keywords, structured self-translation, etc.).

Studies that pass the pre-evaluation stage mentioned above by the editorial board are sent to at least 2 reviewers who are experts in their field, depending on the nature of the study.

Based on the nature of the work, the referees evaluate working on the standard evaluation form.

In addition, if the reviewers wish, they can submit notes on the full text, stating their suggestions and opinions, to the editorial board.

The deadline for reviewers evaluations is 6 weeks.

After the study is sent to the reviewer, it states to the editorial board whether it can be evaluated within 2 weeks at the latest. Rewievers who do not specify are removed from the study and a new reviewer assignment is made.

The reviewer opinions for the studies guide the editorial board to make the final decision. The final decision always belongs to the editorial board.

The reviewers can give opinions for the study in 4 ways;

- Publication is acceptable
- It can be accepted for publication after corrections (It is decided by the editorial board whether the corrections have been made or not)
- After revisions I would like to see it again (The work is taken into a second round evaluation after it is submitted by its authors)
- Unpublished (Rejection)

A 3rd or 4th reviewer can be appointed to work in line with the reviewer 's opinions, and this process works in the same way as the time specified above.

After the completion of the evaluation in line with the reviewer opinions, the reviewer opinions are reviewed by the editorial board (maximum 2 weeks). In this process, the aim is to adapt the articles of the authors to publication standards.

The editorial board makes the final decision in line with the reviewer opinions and suggestions and conveys the result to the study authors.

Accepted articles are sent to the correspondence author for proof control before the publication, and a reply must be given within 48 hours.

The responsibility of the ideas advocated in the articles belongs to the author.

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Plagiarism

Submitted articles are evaluated after plagiarism control. This evaluation contributes to the decision-making of the editorial group.

Final Checklist

1) Presentation page to editor

- a. Category of the article
- b. Information that it has not been sent to another journal
- c. Relationship with a sponsor or a commercial company (if any)
- d. Statistical control was made (for research articles)
- e. Checked in terms of English

2) Copyright transfer form

3) Permit certificate if previously printed material (text, picture, table) is used

4) Compliance with the principles of the Helsinki Declaration in the "material and method" section in the studies with human elements, the approval of the ethics committee from their institutions and the "informed consent" from the patients.

5) If the animal element is used, indicating its compliance with the principles of "Guide for the Care and Use of Laboratory Animals" in the "material and method" section.

- 6) Cover page
 - a. The title of the article in Turkish and English (preferably one line each)
 - b. Authors and their institutions
 - c. Correspondence address, business phone number, GSM number, e-mail addresses of all authors
- 7) Abstracts: (Turkish and English)
- 8) Keywords: Between 3-5 (Turkish and English)
- 9) Acknowledgement
- 10) References

Ethic

Scientific Responsibility

The authors are responsible for the compliance of the articles with scientific rules.

All authors should have a direct academic and scientific contribution in the submitted article.

The name order of the authors should be a joint decision. All authors must indicate the author list on the copyright transfer form signed. The names of all authors should be included in the section under the title of the article.

All individuals who do not meet the sufficient criteria for authorship but contributed to the study can be listed in the "Acknowledgements/ Information" section. Written permission must be obtained from these individuals to be specified in the acknowledgment section.

Ethical Responsibility

The authors are responsible for the compliance of the articles with the ethical rules.

Namık Kemal Medical Journal is a journal that has adopted the principle of complying with the ethical standards of the Human Experiments



INSTRUCTIONS TO AUTHORS

Committee (https://www.wma.net/policies-post/wma-declaration-ofhelsinki-ethical-principles-for-medical-research-involving-humansubjects/), which was revised in 2013 in the 1975 Helsinki Declaration. Therefore, in the articles sent for publication, it must be stated that the ethical standards of the specified committee are complied with. In addition, approval letters from local or national ethics committees should be sent with the letter.

In the material and method section of the article, the authors must state that they carried out the study in accordance with these principles, and that they received "informed consent" from the ethics committees of their institutions and the people who participated in the study.

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International Study Design Guidelines

Preparation of research articles, systematic reviews and meta-analyses must comply with study design guidelines:

CONSORT statement for randomized controlled trials (Moher D, Schultz KF, Altman D, for the CONSORT Group. The CONSORT statement revised recommendations for improving the quality of reports of parallel-group randomized trials. JAMA 2001; 285: 1987-91) (http://www.consort-statement.org/);

PRISMA statement of preferred reporting items for systematic reviews and meta-analyses (Moher D, Liberati A, Tetzlaff J, Altman DG, The PRISMA Group. Preferred Reporting Items for Systematic Reviews and Meta-Analyses: The PRISMA Statement. PLoS Med 2009; 6(7): e1000097.) (http://www.prisma-statement.org/);

STARD checklist for the reporting of studies of diagnostic accuracy (Bossuyt PM, Reitsma JB, Bruns DE, Gatsonis CA, Glasziou PP, Irwig LM, et al., for the STARD Group. Towards complete and accurate reporting of studies of diagnostic accuracy: the STARD initiative. Ann Intern Med 2003;138:40-4.) (http://www.stard-statement.org/);

STROBE statement, a checklist of items that should be included in reports of observational studies (http://www.strobe-statement.org/);

MOOSE guidelines for meta-analysis and systemic reviews of observational studies (Stroup DF, Berlin JA, Morton SC, et al. Meta-analysis of observational studies in epidemiology: a proposal for reporting Meta-analysis of observational Studies in Epidemiology (MOOSE) group. JAMA 2000; 283: 2008-12).

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