

Instruction for Authors

Enacted Jun, 1994	Revised Jun, 2009
Revised Dec, 1999	Revised Apr, 2010
Revised Dec, 2002	Revised Aug, 2010
Revised Dec, 2003	Revised Jun, 2012
Revised Dec, 2006	Revised Jul, 2014
Revised Dec, 2007	Revised Aug, 2016
Revised Jun, 2008	Revised Feb, 2018
Revised Dec, 2008	Revised Aug, 2018
Revised Feb, 2009	Revised Dec, 2018

Aims and Scope of Publication

The Korean Journal of Adult Nursing (KJAN) is the official peer-reviewed research journal of the Korean Society of Adult Nursing. KJAN is devoted to the dissemination of groundbreaking research on the theories, practices, and education of adult nursing. Research on other subject areas or issues that contribute to adult nursing are published at the discretion of the Editorial Board. The goal of KJAN is to contribute health maintenance, health promotion and disease prevention and management of illness in adults by publishing research. KJAN is published six times per year in February, April, June, August, October, and December.

Ethical Consideration

1. All manuscripts should be prepared in strict observation of research and publication ethics guidelines recommended by the Council of Science Editors (CSE, <http://www.councilscienceeditors.org/>), International Committee of Medical Journal Editors (ICMJE, <http://www.icmje.org/>), and Korean Association of Medical Journal Editors (KAMJE, http://www.kamje.or.kr/intro.php?body=eng_index).
2. In accordance to the Helsinki Declaration, if any research is done on human subjects, the researcher must explain the purpose and potential risks of mental or physical harm during the course of study. The informed consent should be obtained from the study subjects or their guardians prior to their participations in a study. Any study involving human subjects or human data must be reviewed and approved by a responsible institutional review board (IRB). Research involving meta – analyses, systematic reviews, and literature review does not require IRB review. In case of secondary data analysis, IRB review and approval for an exempt study may be required based on the decision of the editorial board. When necessary, the Editorial Board may request any documentations regarding ethical issues of the manuscript such as the written con-

sent or the approval by the IRB of the study. Also, the approval number should be identified in the manuscripts.

3. Research articles that fall under the following reasons of violation of research ethics will not be published. The Editorial Board will decide on the specific reasons for rejection.
 - 1) Fabrication: Making, recording, or reporting non-existent data and results
 - 2) Falsification: Manipulating research material, equipment, and experimental processes; changing or omitting data; such that the research is not accurately represented in the research record.
 - 3) Plagiarism: The appropriation of another person's ideas, research processes, results, or text as your own.
4. Duplicate publication or duplicate submission is prohibited.
 - 1) Manuscripts that have been published or are being submitted into other journal(s) are not allowed to submit to the KJAN. Manuscripts that have been published or are currently under consideration for publication in the KJAN are not allowed to submit to other journals. The corresponding author must obtain the approval from Editor-in-Chief of both related journals if s/he wants to reprint the published manuscript in another language.
 - 2) If manuscripts have been submitted or are currently under consideration for publication in the KJAN, the Editorial Board will determine the nature and degree of duplicate publication or duplicate submission for the manuscript. If manuscripts have been published in the KJAN, the ethics committee will determine the nature and degree of duplication.
 - 3) If manuscripts have been rejected to publish in the KJAN, resubmissions of major revisions of the manuscripts are allowed once. The resubmissions of the manuscripts should be documented in the author checklist. If not, submission privileges to the KJAN will be suspended for two years.

5. If the published manuscripts are suspected of ethics violation, the Editorial Board will take appropriate disciplinary action as below.
 - 1) A preliminary investigation
 - 2) Second investigation
 - 3) Decision of the Editorial Board
6. If the published manuscripts are proved of ethics violation, the Editorial Board will take appropriate disciplinary action as below.
 - 1) The published manuscripts will be retracted and be released to the public regarding the reason of retraction.
 - 2) Submission privileges to the KJAN will be suspended for three years.
 - 3) The retraction of the manuscript will be announced on the KJAN official website and the printed journal.

Authorship

1. In accordance to the ICMJE Authorship guidelines (<http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>), authorship should be based upon all four of the following criteria:
 - 1) Substantial contribution to the concept or design of the work, or the acquisition or analysis and interpretation of data
 - 2) Drafting the work or revising it critically for important intellectual content;
 - 3) Final approval of the version submitted for publication;
 - 4) Accountability 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.
2. The first author and the corresponding author should be a member of the Korean Society of Adult Nursing. Non-members can submit a manuscript: (1) when they conduct a study with a member of the Korean Society of Adult Nursing or (2) when they are experts in adult nursing and invited by the editorial committee member(s) or (3) when non-native Korean speaking authors want to submit.
3. KJAN welcomes high quality papers from international researchers when the topic of manuscript meets aims and scope of KJAN.
4. If the manuscript is from master's thesis or doctoral dissertation, the author must disclose that the manuscript is the product of his/her thesis or a dissertation for an academic degree. The first author must be the recipient of the academic degree from the work presented in the manu-

script.

5. Any changes in the authorship (addition, deletion or change in order of authorship) must be approved by the editorial board prior to the manuscript's acceptance for publication.

Conflict of Interest

1. The corresponding author will be responsible for informing the editor regarding potential conflicts of interest in all listed authors that might influence their interpretation of data. Examples of potential conflicts of interest include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. If there is no conflict of interest, this should also be explicitly stated as "The author(s) declare(s) that there is no conflict of interest.

Manuscript Submission

1. Manuscripts should be submitted electronically via the submission system (<http://www.ana.or.kr/class/doc.php?tkind=3&1kind=9>). The authors should complete the author checklist before submission. All correspondence, including notification of the Editor's decision and requests for revisions, will be processed via the system. For any questions regarding the use of the online system, please contact the KJAN publication director via phone, Fax, or e-mail.
2. Manuscript which do not meet the submission requirements will not be processed for peer-review.
3. Types of articles:
 - 1) KJAN publishes reviews, quantitative research, qualitative research, concept analysis, Q-methodology, and meta-analysis.
 - 2) KJAN considers the following types of articles:

Original Articles include full papers reporting original research. These are reports of empirical findings from the high quality basic and clinical research studies within the scope and focus of KJAN.

Review Articles include critical presentations of topics relevant to nursing theory, practice, and education regarding adult nursing. Unsolicited reviews will be considered for publication if topical, of high quality, and subject to peer review. The body of a review article should be a comprehensive, scholarly evidence-based review of the literature, accompanied by critical analysis and leading to reasonable conclusions.

Invited articles provide a concise review of a subject of importance to nursing researchers written by an invited expert in nursing science.

Manuscript Preparation

General Guidelines

1. Manuscripts should be written in Korean or English.
2. Manuscripts must be prepared according to the National Library of Medicine (NLM) Style Guide for Authors, Editors, and Publishers (<http://www.nlm.nih.gov/citingmedicine>).
3. The length of manuscript should not exceed 20 pages including the abstract, text, bibliography, tables, and figures.
4. The paper setting should be A4, and compatible with Microsoft word. Formatting requirements are as follows: texts written in Korean should be 신명조(shinmyoungjo) 10 point font size 200% line-spaced with margins of top 30 mm, bottom 25 mm, left 25 mm, and right 25 mm. Texts written in English should be double-spaced and Times New Roman 12 pointfont size. Page numbers are placed at the bottom of each page.
5. Medical terms must be based on the recent edition of "Standard Nursing Terminology" published by Korean Society of Nursing Science (http://www.kan.or.kr/kor/sp_library/sp_library02.php?mode=view&number=3704&page=1&b_name=nurse_data) and "English-Korean Medical Terminology" (http://term.kma.org/medical_dic/medical_dic_5th.aspx) published by Korean Medical Association.
6. Do not use abbreviations in the title or abstract and limit their use in the text. Expand all abbreviations at first mention in the text. The p as a significant probability should be lowercase and italicized.
7. Standard abbreviated words and units Refer to The NLM (National Library of Medicine) Style Guide for Authors, Editors, and Publishers, 2nd Edition (2007) (<http://www.nlm.nih.gov/citingmedicine>).
8. Authors should get permission to use measurements for their studies from the copyright owners.
9. Generic names should be used. When proprietary brands are used in research, include the name of the brand and the manufacturer, city (state), and nationality in parentheses after the first mention of the generic name in the Methods section. Brand names are identified by such logos: ™, ®, etc. Use brand names only when necessary.
10. A space is required between English text and the parentheses or between number and the parentheses. There is

no space between Korean text and the parentheses.

Composition of Manuscripts

1. The composition of manuscripts shall be in the following order: title page, abstract, main text, references, tables, figures, and appendices. Each section begins on a new page. The main body of the paper (including the references, figures, tables, and any acknowledgements) should not include any identifying information, such as the authors' names or affiliations, to ensure a blind review.
2. Title page should include: 1) title of the article; 2) author information (names, affiliations and ORCID numbers, and corresponding author's name, complete mailing address, email address, phone and fax numbers; 3) type of manuscript; 4) numbers of references; 5) words of English abstract, 6) running titles (not be allowed to exceed a 50-character limit for the short title) ; 7) keywords; 8) permission of instruments used in the study; and 9) any acknowledgments, credits, or disclaimers, including funding sources, authorships and conflicts of interests.
3. Abstract: An abstract of up to 250 words for articles (including reviews) should be typed double-spaced on a separate page. It should cover the main factual points, including statements of the purpose, methods, results, and conclusion. The abstract should be accompanied by a list of three to five keywords for indexing purposes; be very specific in your word choice. Use the Medical Subject Headings (MeSH) keywords (<http://www.nlm.nih.gov/mesh/meshhome.html>).
4. Text: The text should be composed in the following order: introduction, methods, results, discussion, conclusion, and references. The title of the manuscript and a list of three to five keywords are presented at the top of the second page.
 - 1) Introduction: Clearly state the need for this study and the main question or hypothesis of the study. Summarize the literature review or background in the area of the study.
 - 2) Methods: Describe the study design, setting and samples, ethical considerations, measurements/instruments, data collection/procedure, and data analysis used. If it is qualitative research, instrument can be omitted. *[Description of participants]*
Ensure correct use of the terms sex (when reporting biological factors) and gender (identity, psychosocial or cultural factors), and, unless inappropriate, report the sex or gender of study participants, the sex of animals or cells, and describe the methods used to determine sex or gender. If the study was done involving an exclusive population, for example in only one sex, authors should justify why, except in obvious cas-

- es (e.g., prostate cancer). Authors should define how they determined race or ethnicity and justify their relevance.
- 3) Results: Describe the main results in a concise paragraph. This section should be the most descriptive.
 - 4) Discussion: Discussion should be based only on the reported results. Discussion for advances in nursing practice, nursing knowledge development, and nursing implication is strongly recommended.
 - 5) Conclusions: State the conclusions and recommendations for further study. Do not summarize the study results.
5. Table, Figure, Picture: There should be no more than five tables and figures in total. Tables and figures should be self-contained and complement, but not duplicate, information contained in the text.
- 1) Each table and figure should be placed on a separate page and in English.
 - 2) The size of the tables and pictures should be less than 150 × 200 mm (6 × 8 inches). All lines are to be single. Vertical lines are not acceptable.
 - 3) The title of a table should be placed on top. Within the title, the first letter of important words should be capitalized (e.g., Table 1. Clinical characteristics of the Sample).
 - 4) Tables and Figures should be numbered consecutively in Arabic numerals. All abbreviations used in tables should be explained in footnotes. List abbreviations in alphabetical order; do not include the word "and" before the last abbreviation (e.g., BP=blood pressure; ED=emergency department)
 - 5) Footnote symbols including asterisk and other symbols should be placed after abbreviation in table. Table footnotes should be indicated with superscript symbols in sequence: †, ‡, §, ||, ¶, #, *, ††
 - 6) If the point value of the number exceeds '1', write 0 before the decimal point (e.g., t=0.26, F=0.98, R²=.61), otherwise do not write "0" before the decimal point (e.g., p<.001).
 - 7) The significant probability 'p' value should be written without a footnote and should be rounded to three decimal places (e.g., p=.003). If 'p' is .000, then indicate that p is less than 0.001 (e.g., p<.001).
 - 8) Percentage(%) should be rounded off to one decimal place (e.g., 24.7%); a test statistic, such as t, F, x², r, should be rounded off to two decimal places (e.g., t=0.26, F=0.98, R²=.61).
 - 9) The title of the figure should be placed below the figure with the first letter capitalized (e.g., Figure 1. Path diagram of the model.).
 - 10) The resolution of figures should be greater than 3 mega pixels.
6. Appendices: Authors should submit an appendix to show the developed final measurement in the instrument development study and list of reviewed articles in systematic review or meta-analysis research.
7. References
- 1) Citation in text
Citation of references in the text should follow Citing Medicine: The NLM Style Guide for Authors Editors, and Publishers 2nd edition (2007) (<http://www.nlm.nih.gov/citingmedicine>).
 - (1) Reference should be numbered serially in the order of appearance in the text, with numbers in brackets [] (e.g., social support [1], fatigue [2,3], depression [4-6]).
 - (2) If a reference is cited more than once, use the original reference number (e.g., social support [1,2], fatigue [2-5], depression [1,4-6]).
 - 2) Reference list
 - (1) References should be listed on a separate page at the end of the paper in the order of citation. The number of references should be 35 or less for an original article except for a manuscript on structural equation model which is allowed to include up to 50 references.
 - (2) References should be written in English and listed according to the NLM style guide for authors, editors, and publishers, 2nd Edition, 2007 (<http://www.nlm.nih.gov/citingmedicine>).
- Reference Examples in Reference List**
- 1) Journals
 - (1) For six or fewer authors, list all authors, list all authors
 1. Kretzer K, Evelo AJ, Durham RL. Lessons learned from a study of a complementary therapy for self-managing hypertension and stress in women. *Holistic Nursing Practice*. 2013;27(6):336-43. <https://doi.org/10.1097/HNP.0b013e3182a72ca4>
 - (2) For more than six authors, list the first six followed by et al.
 1. Zarrati M, Shidfar F, Razmpoosh E, Nezhad FN, Keivani H, Hemami MR, et al. Does low birth weight predict hypertension and obesity in school-children? *Annals of Nutrition & Metabolism*. 2013;63(1):69-76. <https://doi.org/10.1159/000351869>
 - (3) Forthcoming Journal Articles
 1. Kretzer K, Evelo AJ, Durham RL. Lessons learned from a study of a complementary therapy for self-managing hypertension and stress in women. *Holistic Nursing Practice*. Forthcoming 2013 May 9.
 1. Kretzer K, Evelo AJ, Durham RL. Lessons learned from a study of a complementary therapy for self-managing hypertension and stress in women. *Holistic Nursing Practice*. Forthcoming.

- 2) Periodicals or magazines
 1. Rutan C. Creating healthy habits in children. Parish Nurse Newsletter. 2012 May 15:5-6.
- 3) Newspaper Articles
 1. Cho C-u. Stem cell windpipe gives Korean toddler new life. The Korea Herald. 2013 May 2; Sect. 01.
- 4) Books
 - (1) Reference to an Entire Book
 1. Asteria M. The physiology of stress. 2nd ed. New York: Human Science Press; 1985. p. 50-60.
 2. Kim SJ. Nursing theory. Seoul: SoomoonSa; 1985.
 - (2) Chapter in an Edited Book
 1. Miller CW. Applied cardiovascular physiology. In: Wingeld WE, Raffe M, editors. The veterinary ICU book. Jackson, WY: Teton NewMedia; 2002. p. 1-14.
 - (3) An Edited Book
 1. Gibbs JT, Huang LN, editors. Children of color: psychological interventions with minority youth. San Francisco: Jossery-Bass; 1991.
 - (4) Unknown authors or editors
 1. Merriam-Webster's collegiate dictionary. 10th ed. Springfield, MA: Merriam-Webster; 1995.
 - (5) Book with translator(s)
 1. Shilling C. The body and social theory. 2nd ed. Lim IS, translator. Seoul: Nanam; 2003.
 2. Stuart G. Principles and practice of psychiatric nursing. 9th ed. Kim SS, Kim KH, Ko SH, translator. Philadelphia, PA: Mosby; 2008.
 - (6) An Encyclopedia or Dictionary
 1. Sadie S, editors. The new Grove dictionary of music and musicians. 6th ed. London: Macmillan; 1980.
 2. Fitzpatrick JJ, Wallace M, editors. Encyclopedia of nursing research. 3rd ed. New York, NY: Springer Publishing Company; 2012.
- 5) Scientific and Technical Reports
 1. Perio MA, Brueck SE, Mueller CA. Evaluation of 2009 pandemic influenza A (H1N1) virus exposure among internal medicine housestaff and fellows. Health Hazard Evaluation Report. Salt Lake City, Utah: University of Utah School of Medicine, 2010 October. Report No.: HETA 2009-0206-3117.
- 6) Unpublished Dissertations and Theses: Not recommended. Maximally three dissertations and theses in total are allowed if necessary.
 - (1) Dissertations
 1. Yoo EK. An ethnographic study about Sanhujori, the phenomenon of Korean postpartal care [dissertation]. San Francisco, California: University of California; 1993. p. 26-41.
 - (2) Theses
 1. Huh MS. Effect of Danjeon breathing on stress urinary incontinence and quality of life in middle aged women [master's thesis]. Busan: Dongeui University; 2005.
- 7) Conference Proceedings
 - (1) Unpublished Proceedings
 1. Lankntree C, Briere J. Early data on the trauma symptom checklist for children (TSCC). Paper presented at: The meeting of the American Professional Society on the Abuse of Children; 1991 January 25; San Diego, CA.
 - (2) Posters
 1. Ruby J, Fulton C. Beyond redlining: Editing software that works. Poster session presented at: The annual meeting of the Society for Scholarly Publishing; 1993 June 6; Washington, DC.
- 8) Web
 1. Statistics Korea. 2010 life tables for Korea [Internet]. Seoul: Statistics Korea; 2011 [cited 2012 January 16]. Available from: http://kostat.go.kr/portal/korea/kor_nw/3/index.board?bmode=read&aSeq=252533

Peer Review

1. Manuscripts will undergo a double blind peer review by three reviewers.
2. Authors will receive the reviewer's comments. If the manuscript is subjected to publication, the author will be asked to respond to the reviewer's comments within 2 weeks. Authors should carefully follow the instructions provided in the editor's letter and submit both a clean copy of a revised version of the manuscript and an annotated copy describing the changes authors have made.
3. The Editorial Board reserves the right to refuse or to revise a final version of manuscript for publication if needed.
4. The editor-in-chief will make the final decision regarding the manuscript's publication based on the reviewers' contents and the scientific merits of the manuscript.
5. All authors of accepted manuscripts must sign a copy of the Journal's "License Agreement" form, scan the signed PDF file and email editorial office of KJAN prior to the publication
6. All authors are responsible for the following fees: publication fee, special typesetting fee, and the printing fee for separate volumes of the paper.