Guidelines for review articles

Short description & aim

A review article aims to give readers a coherent and complete overview on current findings, concerning a scientific topic within a specific academic field. It should provide a summary and examination of the current state of the relevant literature and elicit a discussion about the findings related to the selected topic. Therefore, a review article can be a literature review, a systematic review, or a meta-analysis. If a review article is based on a personal writing assignment, subheadings should be used for the different chapters.

Maximum length

- 8.000 words for a (systematic) review or meta-analysis, including references in the text but excluding the reference list.

Language

British-English

Format

MS Word .doc format

Allowed symbols

- Use approved nomenclature for gene symbols rather than the full name;
- Distinguish between mice/human genes and mice/human proteins as by convention:
  - Human gene name: *ITALIC CAPITAL LETTER*;
  - Mouse/rat gene name: *italic small letter*;
- Adhere to the International System of Units (SI) nomenclature;
- Report measurements of length, height, weight and volume in metric units (meter, kilogram, or litre) or their decimal multiple;
- Report temperatures in degrees Celsius (°C).

Not allowed

- "I" and "we". Passive sentences are preferred over the use of personal pronouns;
- Using unnecessary abbreviations. Only standard abbreviations are allowed. Introduction of a new abbreviation in the text should be preceded by the full term it stands for in italic small letter (example: virtual reality (VR)), except for standard units of measurement;
- Using abbreviations in the title.

Structure

Please note that research articles must contain the following components (see below for further details).

- Title
- Authors and affiliations
- Mini-abstract
- Abstract
- Keywords

- Introduction
- Main body
- General discussion and conclusion
- Acknowledgements
- Conflict of interest declaration
- References
- Figures and/or tables +legends
- Supplementary material

Title

The title of the article should convey the article's main message. Ideally, it should consist of approximately 90 characters, and should not exceed 150 characters including spaces. Only the first letter of the title, the letter right after a colon (:), and human gene names should be capitalized.

Authors

The author(s) name(s) and institutional affiliation(s) should be included as follows:

- Last name followed by initial(s) (example: Brown, J., Jackson, P. H., & Richards, K. H.);
- Department, university/institute, city, country.

Mini-abstract

The mini-abstract will be integrated into the content list and should provide a short (maximum of 100 words) and clear description of the review article, with the aim to draw the attention of the readers to your article.

Abstract

The abstract should provide the context of the study and should state its purpose, basic procedures, main findings, and principal conclusions. If possible, emphasise its new and distinctive aspects or observations. The length of the abstract should be between 100 and 250 words and it should be written in present tense.

Keywords

Provide a maximum of 5 keywords that capture the main topics of the article.

Introduction

Provide context or background for the selected topic and indicate its significance. Explain from which angle you want to review the topic in question and define, for example, the boundaries of your analysis and the level of detail you want to include. Specify the research question(s) you want to address.

Main body

- *When writing a review based on your own thesis:*
  The main body of the essay should consist of a few paragraphs. Each paragraph should start with the main argument and should be followed by the supporting evidence and an elaboration of the argument made.

♦ *When writing a literature review:*

The main body should give an overview of the selected topic and it should have a coherent structure, by using subheadings that indicate the content of the chosen sections. Structuring of the sections can be based on multiple criteria: chronological order, methodological approaches, models or theories, supporting arguments for a given theory etc.

General discussion and conclusion

Answer the research question(s) set in the introduction by starting with a brief summary of the main body. However, do not repeat detailed information that was already provided in either the introduction or main body. Rather, aim to compare the reviewed studies with each other. Emphasise new and important aspects of the reviewed studies and discuss their validity and contribution to the understanding of the selected topic. State limitations of the reviewed studies and identify unsolved problems or questions that need to be addressed in future research.

Conflict of interest

The author(s) must declare that they do not have a conflict of interest. This exists when professional judgement concerning a primary interest, such as patients' welfare or the validity of research, may be influenced by a secondary interest, such as financial gain or personal rivalry.

Figures

References should be stated clearly when non-original figures are used;

♦ Always submit your figures with the highest quality possible (preferably 150-300 dpi). When images are used from a published article, high quality versions can often be found on the website of the journal. In that case, you have to save your image as BMP or PDF. When you draw your own figures, save them as EPS vector image; .eps;

♦ Think carefully about the figures you wish to include, as the space available in the Journal of Neuroscience and Cognition is limited. A maximum of 10 figures is allowed, with a figure consisting of A, B, C, and D representing 4 different figures. If the number of figures exceeds 10, you are allowed to submit a maximum of 6 additional figures as supplementary material.

♦ Indicate clearly in the text where you want the figures to be placed. Additionally, all figures should be submitted separately from the article and should be named as "authorname_figurenumber" and supplementary figures should be named as "authorname_figurenumber_supplementary".;

♦ Black and white images are preferred over images in colour. Therefore, carefully consider whether use of colour is necessary (e.g. in bar charts use different patterns to distinguish between the different groups, instead of using different colours). When submitting colour containing figures, always attach the black and white version as well;

♦ When symbols, arrows, numbers, or letters are used to explain part of the illustrations, identify and explain each one clearly in the legend;

♦ A legend (text) should accompany each figure. It should be comprehensible without the need to refer to the main body. Additionally, submit all legends together in <u>one</u> Word document separately from the article;

♦ All figures should be numbered using Arabic numerals.

Tables

If possible, submission should be in the original format in which the table was created (e.g. Excel, Word, SPSS or Photoshop). This will give us the opportunity to adjust them to our lay-out. Indicate clearly in the text where you want the tables to be placed. Additionally, submit legends, title, and subscript of all tables together in one Word document separately from the article.

A maximum of 2 tables is allowed. If the number of tables exceeds 2, you are allowed to submit a maximum of 2 tables as supplementary material. IMPORTANT: clearly indicate which tables you want to be placed in the article itself by stating "authorname_tablenumber_article" and which are supplementary by stating"authorname_tablenumber_supplementary".

Equations

If you write a piece which includes equations, please consider the following:

♦ Single symbols in the text should be inserted using the symbol-option of Word;

♦ Short equations are usually inserted in text. For short equations, also use the symbols-option of Word;

♦ Main equations are inserted in a separate line. For these equations, the equation-editor of Word should be used. Main equations are numbered by adding an Arabic numeral between brackets, e.g. (1);

♦ All quantities, constants and variables should be in italics, except for Greek letters. For units and descriptive terms roman is required.

Reference style

Only papers directly related to the article should be cited. Exhaustive lists should be avoided. References in the text and in the reference list should be formatted strictly according to the *American Psychological Association* (APA) style (7th edition):

In-text citation with APA

To insert a citation in text, include the author's surname and year of publication. For a direct quotation, include the page number or specific location of the phrase or sentences in the original work.

Here are some examples of how to use the author-date citation when paraphrasing:

♦ Kessler et al. (2003) found that among epidemiological samples…

♦ Early onset results in a more persistent and severe course (Kessler et al., 2003).

♦ In 2003,Kessler's study of epidemiological samples showed that…

The following table shows how to format in-text citations:

Basic citation styles

Type of citation	First citation in text	Subsequent citations in text	Parenthetical format, first citation in text	Parenthetical format, subsequent citations in text
One work by one author	Walker (2007)	Walker (2007)	(Walker, 2007)	(Walker, 2007)
One work by two authors	Walker and Allen (2004)	Walker and Allen (2004)	(Walker & Allen, 2004)	(Walker & Allen , 2004)
One work by three or more authors	Bradley et al. (1999)	Bradley *et al.* (1999)	(Bradley et al., 1999)	(Bradley *et al.,* 1999)
One work by 21 or more authors	Wasserstein *et al.* (2005)	Wasserstein *et al.* (2005)	(Wasserstein et al., 2005)	(Wasserstein *et al.,* 2005)
Groups as authors	National Institute of Mental Health (NIMH, 2003)	NIMH (2003)	(National Institute of Mental Health [NIMH], 2003)	(NIMH, 2003)
Groups (no abbreviation) as authors	University of Pittsburgh (2005)	University of Pittsburgh (2005)	(University of Pittsburgh, 2005)	(University of Pittsburgh, 2005)

When you need to cite two or more works together, arrange the in-text citations alphabetically in the same order in which they appear in the reference list.

Here are some examples of how to use in-text citations when two or more works need to be cited:

- ♦ Training material is available (Department of veterans Africa, 2001, 2003)…
- ♦ Past research (Gogel, 1990, 2006, in press)…
- ♦ Several studies (Derryberry & Reed, 2005a, 2005b,in press-a; Rothbart, 2003a, 2003b)…
- ♦ Several studies (Miller, 1999; Shafranske & Mahoney, 1998)…

The reference list
All citations should be listed in the reference list, with the exception of personal communications and classical works:

- ♦ Put references in order by the author's surname or first author's surname if there is more than one author;
- ♦ Use the hanging indent paragraph style, a paragraph style in which the first line of a hanging indent is lined with the left side of the page and the rest of the paragraph's lines are indented slightly to the right.
- ♦ Double space the entire reference list.

References should contain the following components:

♦ Author name or names;

♦ Publication date;

♦ Title of work;

♦ Publication information.

Instructions for formatting references to journal articles:

♦ Type the article title in sentence case (only the first character is capitalised, except for proper nouns and other words which are generally capitalised by a more specific rule) and the journal title in case (first character in all words capitalised, except for certain subsets defined by rules that are not universally standardized);

♦ Italicise the journal title and volume number;

♦ Include the issue number in parentheses if the journal is paginated by issue;

♦ DOIs are formatted the same as URLs. See first example;

♦ Include the URL for articles without a DOI and with a none database URL such as free online journal articles, See example below;

♦ Website name is included and web page titles are italicized when referencing a URL. See example below.

Here are some examples of how to use the APA-style in the reference list:

♦ **DOI**: Herbst-Damm, K.L., & Kulik, J.A. (2005). Volunteer support, marital status, and the survival times of terminally ill patients. *Health Psychology*, *24*, 225-229. https://doi.org/ 10.1037/0278- 6133.24.2.225;

♦ **NO DOI**: Light, M.A., & Light, I.H. (2008). Thegeographic expansion of Mexican immigration in the United States and its implications for local law enforcement. *Law Enforcement Executive Forum Journal*, *8*(1), 73-82. https://bit.te/2SkYycy

♦ **URL**: Wheeler, D.P., & Bragin,M. (2007, December 15). *Bringing it All Back Home: Social Work and the Challenge of Returning Veterans*. Nasw Press. www.naswpressonline.org.

For referencing to an entire issue of a journal, a special section, a chapter in an edited book, an entire book, or a conference proceeding please view of the free APA tutorial at https://apastyle.apa.org/blog/basics-7e-tutorial. As well, for your convenience, we suggest using one of the citation machines, e.g. EndNote or Mendeley, to allow for easy formatting of reference lists.

General information

All guidelines and forms are provided on the website of the Journal of Neuroscience and Cognition and can be downloaded as PDF files(journal.neuroscience-cognition.org).

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