

THE INTERNATIONAL JOURNAL OF NEUROPSYCHOPHARMACOLOGY

INSTRUCTIONS TO AUTHORS

(Revised March 16, 2009)

Mission Statement

The International Journal of Neuropsychopharmacology (IJNP) is the official scientific journal of the Collegium Internationale Neuro-psychopharmacologicum (CINP). *IJNP* aims to serve as a major forum for the rapid publication and wide dissemination of high quality, influential research in neuropsychopharmacology, in the basic and clinical domains. The central focus of *IJNP* is on research that (i) advances understanding of existing and new neuropsychopharmacological agents including their mode of action and clinical application, or (ii) provides insights into the biological basis of neuropsychiatric disorders and thereby advances their pharmacological treatment. Such research may derive from the full spectrum of biological and psychological fields of inquiry encompassing classical and novel techniques in neuropsychopharmacology as well as strategies such as neuroimaging, genetics, psychoneuroendocrinology and neuropsychology. Emphasis will be given to original research that is of wide interest and clearly advances the field.

Categories of papers

Regular research articles - This category is intended for full-scale basic or clinical studies including large controlled trials. Articles may contain up to 5,000 words (not including references, figures and tables) and should include an abstract of up to 250 words and 3–5 key words. (Exceptions to the length limitation will be considered for unusually large or complex studies.)

Brief reports/clinical reports - This category is for smaller, self-contained laboratory or clinical studies including series of cases illustrating a novel therapeutic approach or clinical observation, or alerting readers to important adverse drug effects. (Single cases will not be considered in this category and should be submitted as Letters to the Editor.) Papers in this category may contain up to 2,500 words (not including references, figures and tables) and should include a maximum of 25 references, up to 2 illustrations (figures or tables), an abstract of up to 150 words and 3–5 key words.

Rapid communications - This category is for 'fast-breaking' new work, which is of great potential interest and can be succinctly presented.

Authors who wish to submit a rapid communication must first send an abstract to the Editor in Chief, Alan Frazer (frazer@uthscsa.edu) for approval of submission in this category. Submissions that do not have prior approval will be reviewed on the regular track.

Papers in this category may contain up to 2,500 words (not including references, figures and tables) and should include a maximum of 25 references, up to 2 illustrations (figures or tables), an abstract of up to 150 words and 3–5 key words. Rapid communications will be reviewed and published on a "fast track".

Reviews - *IJNP* will publish a limited number of scholarly, comprehensive reviews that summarize and critically evaluate research in the field addressed and identify future implications. Reviews will be invited by the Editors but may also be submitted. Authors wishing to submit papers in this category are advised to contact either the Editor-in-Chief or appropriate Field Editor before doing so. Reviews may contain up to 5,000 words (not including references, figures and tables) and should include an abstract of up to 250 words and 3–5 key words. (Exceptions to the length limitation will be considered if justified by the scope of the Review).

Trends and perspectives - Papers in this section provide readers of *IJNP* with focused coverage of topical issues in neuropsychopharmacology and related disciplines which are of high current interest and potential. Hypothesis and Opinion papers, Updates, Commentaries and Notes on New

Techniques will also be included. Articles of this type will be invited but may also be submitted. Papers in this section may contain up to 2500 words and should include an abstract of up to 150 words and 3–5 key words. Authors wishing to submit articles for this section are asked to consult with the Editor-in-Chief or appropriate Field Editor.

Letters to the Editor - These should briefly report single experiments and cases of clinical interest or respond to recent articles in *IJNP*. The body of the Letter may contain a maximum of 1,000–1,500 words plus one Figure or Table and up to 10 references.

Focus Papers – These papers focus attention on a research paper published in the same issue in the journal. Focus Papers should highlight, discuss and amplify the issues addressed in the research paper adding perspectives derived from the author's own work and the literature and should consider the implications of the findings. Focus papers need not necessarily agree with the paper they address. Focus Papers may contain up to 1500 words (not including references, figures and tables) and 3–5 key words. No abstract is needed. Focus Papers are invited by the Editor-in-Chief.

Papers in all categories, whether invited or submitted, will be peer reviewed.

Clinical Trials

As a condition of consideration for publication, registration of clinical trials in a public trials registry is required. A clinical trial is defined by the International Committee of Medical Journal Editors (in accordance with the definition of the World Health Organisation) as any research project that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects on health outcomes. Trials must be registered before the start of patient enrollment. The registry must be accessible to the public at no charge. It must be open to all prospective registrants and managed by a not-for-profit organization. There must be a mechanism to ensure the validity of the registration data, and the registry should be electronically searchable. An acceptable registry must include at minimum a unique trial number, trial registration date, secondary identification information if assigned by sponsors or others, funding source(s), primary and secondary sponsor(s), responsible contact person, research contact person, official scientific title of the study, research ethics review, the medical condition being studied, intervention(s), key inclusion and exclusion criteria, study type, anticipated trial start date, target sample size, recruitment status, primary outcome, and key secondary outcomes. Registration information must be provided at the time of submission. Trial registry name, registration identification number, and the URL for the registry should be included at the end of the abstract.

Manuscripts reporting the results of randomized controlled trials should include a "CONSORT" flow diagram as a figure in the manuscript to illustrate the progress of all patients in the study (See: Schulz 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(15):1987-1991.)

Originality and copyright

To be considered for publication in *IJNP*, a manuscript cannot have been published previously, nor can it be under review for publication elsewhere. (Previously published figures may be sparingly used in Reviews, with appropriate permission.) The posting of a brief summary of clinical trial outcomes on a pharmaceutical website (such as the PhRMA-sponsored database < www.clinicalstudyresults.org >) will not necessarily count as prior publication nor impede full consideration of a manuscript: *IJNP* will look at this on a case-by-case basis to determine the extent of overlap between the trial data posted and the manuscript as submitted, and will decide whether the manuscript contains a sufficiently new perspectives or sufficient additional data for it to count as original. Authors should declare when submitting manuscripts that such data have already been posted and *IJNP* will review this sympathetically.

Papers with multiple authors are reviewed with the assumption that all authors have contributed materially to the research reported, have approved the submitted manuscript and concur with its

submission to *IJNP*. A Copyright Transfer Agreement, with certain specified rights reserved by the author, must be signed and returned to the Editor by the senior author of accepted manuscripts (Signing on behalf of all the other authors), prior to publication. This is necessary for the wide distribution of research findings, and the protection of both author and the CIMP under copyright law.

Authorship

All individuals included as authors of papers must have contributed substantially to the scientific process leading up to the writing of the paper. Such contribution includes the conception and design of the project, the performance of experiments and the analysis and interpretation of data. In addition the author should have made a substantial contribution to drafting or critical revision of the manuscript for important intellectual content. The first author or designated corresponding author should add a statement to this effect to the cover letter and should sign on behalf of the other authors.

The statement regarding authorship must be included in the cover letter.

If there is no statement regarding authorship, the paper will not be reviewed.

We are aware that authors sometimes receive assistance from technical writers, language editors and/or writing agencies in preparing manuscripts for publication. Such assistance must be noted in the cover letter and in the Acknowledgements section along with a declaration that the author(s) are entirely responsible for the scientific content of the paper.

Failure to acknowledge assistance from technical writers, language editors and/or writing agencies in preparing manuscripts for publication in the cover letter and in the Acknowledgements section may lead to disqualification of the paper.

*Under no circumstances will *IJNP* accept submissions by writing or editorial agencies on behalf of authors and there will be no correspondence with writing or editorial agencies regarding submitted or revised manuscripts.*

Manuscript submission

All manuscripts must be submitted online via the website:

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Author Submission Instructions

A generic Author Quick Start Guide is available to download from the Manuscript Central website:

<http://mchelp.manuscriptcentral.com/tutorials/Author.pdf>

There is also a chapter on manuscript submission in the online interactive guide to Manuscript Central:

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The Editor-in-Chief will acknowledge receipt of the manuscript, provide it with a manuscript reference number and assign it to a Field Editor and to reviewers. The reference number of the manuscript should be quoted in all correspondence with the *IJNP* Office and Publisher.

Initial Submission

The following instructions must be followed carefully:

- The preferred file format for submission is Microsoft Word; however you can also submit Adobe Acrobat (.pdf) files readable with Acrobat Reader. There is no need to include figures in the manuscript document for initial submission. Figures should be submitted as separate files. The system creates a single PDF of all uploaded files as the final stage of author submission.
- Word Perfect or other word-processor files or Macintosh-based files are not acceptable.
- Tables should be placed at the end of the document and not within the text.
- Do not use “enter” in order to start a new page. “Hard” page or section breaks must be used.
- A cover letter should be attached as a separate file. In the cover letter, the category under which the manuscript is submitted should be indicated and the corresponding author identified, including phone number, fax number and electronic mail address. The cover letter must include a statement regarding authorship (see Authorship section above).
- File-names should indicate the name of the first author of the paper or an abbreviated version thereof and the content of the file (text, tables, figures).
- Printed copies of the cover letter, manuscript, tables and figures are not required and should not be sent.

Please note that correspondence regarding submitted and revised manuscripts will be with the Corresponding Author only.

Revised/Final Submission

- The uploaded manuscript must be in the form of a Word for Windows file with figures (prepared as instructed below) in separate files. Word Perfect or other word-processor files or Macintosh-based files are not acceptable.
- Do not use “enter” in order to start a new page. “Hard” page or section breaks must be used.
- The cover letter and responses to reviewers should be attached as a separate file.
- Figures should be prepared using appropriate formats and saved as TIFF or JPEG files. It is essential that JPEGs are greater than 320dpi. PowerPoint files or figures “pasted” into Word files are not acceptable for revised or final submissions.
- File names should indicate the manuscript number assigned by the journal and the content of the file (text, figures).

Review process

Manuscripts submitted to *IJNP* including those for supplements will be reviewed by at least two external reviewers and evaluated by a Field Editor. Authors are required to suggest a minimum of 3 reviewers who are especially qualified to referee the work and would not have a conflict of interest. Please provide the first and second names, email addresses, institution or affiliation, and phone number of the suggested reviewers. If authors would prefer that a particular reviewer(s) not evaluate the paper, they may indicate this request in the cover letter, which will be treated confidentially. Suggestions and requests regarding reviewers will be considered by the Editor without obligation to accept them.

Authors should note that manuscripts might be returned after initial review by the Editors if the paper is deemed unlikely to be reviewed favorably. This rapid rejection process enables the author to submit promptly for publication elsewhere.

Every effort will be made to provide the author with a review within 6 weeks of receipt of the manuscript. For Rapid Communications the target review time is 3 weeks. If the Editor requests that minor revisions be made to a manuscript these should be resubmitted within 30 days. A maximum of 90 days shall be allowed for preparation of major revisions, except in unusual circumstances.

Manuscript preparation and style

The manuscript should be typed double-spaced throughout on 'Letter' or A4 paper. Pages should be numbered sequentially beginning with the Title Page. Margins should not be less than 2.5cm on all sides and the font should be clearly legible and uniform throughout.

The *Title Page* should contain the full titles of the manuscript, the category under which the manuscript is submitted, the full names and affiliations of all authors, a contact name and address with telephone number, fax number and electronic mail address (if available) for the corresponding author and reprint requests, and a Statistical Summary containing the Word Count of the abstract and the body of the manuscript (separately), the number of references and the number of figures and tables.

A *Short Title* of up to fifty characters should be provided on the title page and should be repeated at the top right of every following page. The names of the authors (e.g. Smith et al. or Smith and Jones) should be given at the top left of every page besides the title page.

The *Abstract* (page 2) should be unstructured (i.e., no sub-headings) but must provide the reader with a self-contained summary of the paper. It should include a brief introduction to the paper, the method, the key findings, and the conclusions. A list of 3–5 key words or terms for indexing should follow the abstract.

The *Body of the Manuscript* should begin on page 3. For Regular Research Articles, Brief and Clinical Reports and Rapid Communications, the formal should include: Introduction, Method, Results, Discussion and Acknowledgements. These should be followed on a new page by the References.

Tables should be consecutively numbered as they appear in the text (Table 1, etc.). Each Table should be typed on a separate sheet with the Table number and heading above and any note below.

Figures should be consecutively numbered as they appear in the text (Figure 1, 2 etc). Use italic letters for parts a, b, c etc. Use abbreviation (Fig), except where starting a new sentence. Legends should be provided for each Figure. Scale bars should be added to photomicrographs and other similar images. Figures should be supplied as either TIFF or EPS files where possible at approximately the size in which they are to reproduce. Line artwork should be supplied in black and white mode at a resolution of 1200 dpi; combination artwork (line/tone) at a resolution of 800 dpi; black and white halftone artwork should be saved in 'grayscale' mode at a resolution of 300dpi; colour halftone artwork should be saved in CMYK mode at a resolution of 400 dpi.

The use of Abbreviations, except those that are widely used, is strongly discouraged. They should be used only if they contribute to better comprehension of the manuscript. Acronyms should be spelled out at first mention. Metric system (SI) units should be used.

IJNP encourages submissions from all over the world. Authors who are not fluent in written English are encouraged to seek assistance in this regard before submitting their manuscripts.

Acknowledgements

In this section authors should acknowledge support for the work that is reported in the paper from granting agencies and other sources. This is particularly important in the case of research that is supported by industry. Support from industry not only includes direct financial support for the study but also support in kind such as provision of medications, equipment, kits or reagents without charge or at reduced cost and provision of services such as statistical analysis. The contribution of individuals who assisted with the research but are not included as authors of the paper may be acknowledged in this section.

The Acknowledgements should be placed after the main body of the text before the references. If there are no Acknowledgements, the title should be inserted followed by "None". Papers that do not include an Acknowledgement section will not be reviewed.

Statement of Interest

Conflict of interest exists when an author has interests that might inappropriately influence his or her judgement, even if that judgement is not influenced. Because of this, authors must disclose potentially conflicting interests so that others can make judgments about such effects. At the time of submission authors should disclose any financial arrangements or connections they may have that are pertinent to the submitted manuscript and that may be perceived as potentially biasing their paper. Non-financial interests that could be relevant in this context should also be disclosed. If no relevant interests exist, this should be stated. This requirement applies to all the authors of a paper and to all categories of papers including letters to the editor. Authors may consult with the Editor-in-Chief regarding material to be included in this disclosure (by email to frazer@uthscsa.edu). Such consultation will be held in strict confidence. All submissions must contain a Statement of Interest.

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The online platform gives authors the opportunity to include data that would be impossible or impractical to include in the printed version. These data might substantially enhance the importance of the research and might also be of benefit to readers. Authors may include tables and figures as well as data such as videos, 3-D structures/images, extensive datasets and any other supplementary material not suitable for print duplication. All supplementary material must be submitted with the original manuscript. Supplementary data should be referred to in the text with the prefix "S" (e.g. Supplementary Table S1, Supplementary Figure S1). Supplementary files will not be copy-edited, and will be published as supplied.

References

Text references should be cited as follows: 'The findings replicate the results of an earlier study (Stahl et al., 1993),' or 'The method used followed that of De Montigny and Aghajanian (1978)'. Multiple references should be cited alphabetically: 'Previous studies (Farde et al., 1980; Lerer and Newman, 1987)'. If multiple works by the same author(s) in the same year, are cited, use a, b, c, in the order these appear in the text (Frazer et al., 1992a, 1992b, etc.). Note that if reference is to a work with more than two authors use et al. to replace the second and any subsequent authors' names. All listed references should be cited in the text.

In the References List, authors should be included using **bold** font and the name of the journal should be given in full, in *italic* font. If there are more than four authors, then the first four authors should be listed followed by et al. to replace the fifth and any subsequent authors. References should be listed alphabetically according to the following examples:

Scientific Article:

Baldessarini RJ, Hennen J, Wilson M, Calabrese J, et al. (2003a). Olanzapine versus placebo in acute mania: treatment responses in subgroups. *Journal of Clinical Psychopharmacology* **23**, 370-376.

Baldessarini RJ, Tondo L, Hennen J (2003b). Lithium treatment and suicide risk in major affective disorders: update and new findings. *Journal of Clinical Psychiatry* **64** (Suppl.), 44-52.

Ball JR, Mitchell PB, Corry JC, Skillecorn A, et al (2006). A randomized controlled trial of cognitive therapy for bipolar disorder: focus on long-term change. *Journal of Clinical Psychiatry* **67**, 277-286.

Bauer MS, Wisniewski SR, Marangell LB, Chessick CA, et al. (2006). Are antidepressants associated with new-onset suicidality in bipolar disorder? A prospective study of participants in the Systematic Treatment Enhancement Program for Bipolar Disorder (STEP-BD). *Journal of Clinical Psychiatry* **67**, 48-55.

For work that is 'in press' i.e., accepted for publication but not yet published, '(In Press)' should be written in parenthesis and not the year of expected publication.

Up to four authors names can be listed in a given reference. For papers with more than four co-authors, provide the first-named author only, followed by et al.

Book

Rosenberg DR, Holttum J, Gershon S (1994). *Textbook of Pharmacotherapy for Child and Adolescent Psychiatric Disorders*. New York: Brunner/Mazel.

Chapter in Book

Maes M, Meltzer HY (1995) The serotonin hypothesis of major depression. In: Bloom FE, Kupfer DJ (Eds.), *Psychopharmacology: The Fourth Generation of Progress* (pp. 933-944) New York: Raven Press.

Manual, Diagnostics Scheme, etc.

American Psychiatric Association (1994) *Diagnostic and Statistical Manual of Mental Disorders*, (4th ed.) Washington DC: American Psychiatric Association.

Unpublished work

Unpublished work by the authors including papers submitted for publication but not yet accepted, should not be included in the Reference List but referred to in the text as '(Jones et al., unpublished observations)'. Personal Communications made in writing to the author(s) may be sparingly cited as (Smith J, personal communication: June 1998).

Ethical considerations

Papers reporting experiments involving human subjects must contain the statement that the research was approved by an Internal Review Board, Helsinki Committee or similar body and that subjects gave informed consent. Papers describing animal experiments must indicate that the research was approved by a Review Committee or clearly state that the experiments were performed in accordance with accepted guidelines such as 'Guiding principles in the care and use of animals (DHEW Publications, NIH, 80-23). Papers that do not contain an Ethics Statement will not be reviewed.

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