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Turkish Journal of COLORECTAL DISEASE

Aims and Scope

Turkish Journal of Colorectal Disease is an international, open access, scientific, peer-reviewed journal in accordance with independent, unbiased, and double-blinded peer-review principles of Turkish Society of Colon and Rectal Surgery. The journal is published quarterly in March, June, September and December in print and electronically. The publication language of the journal is English.

This journal aims to contribute to science by publishing high quality, peer-reviewed publications of scientific and clinical importance address current issues at both national and international levels. Furthermore, review articles, case reports, technical notes, letters to the editor, editorial comments, educational contributions and congress/meeting announcements are released.

The journal scopes epidemiologic, pathologic, diagnostic and therapeutic studies relevant to the management of small intestine, colon, rectum, anus and pelvic floor diseases.

The target audience of Turkish Journal of Colorectal Disease includes surgeons, pathologists, oncologists, gastroenterologists and health professionals caring for patients with a disease of the colon and rectum.

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The editorial and publication processes of the journal are shaped in accordance with the guidelines of the International Committee of Medical Journal Editors (ICMJE), World Association of Medical Editors (WAME), Council of Science Editors (CSE), Committee on Publication Ethics (COPE), European Association of Science Editors (EASE), and National Information Standards Organization (NISO). The journal is in conformity with the Principles of Transparency and Best Practice in Scholarly Publishing.

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This journal aims to contribute to science by publishing high quality, peer-reviewed publications of scientific and clinical importance address current issues at both national and international levels. Furthermore, review articles, case reports, technical notes, letters to the editor, editorial comments, educational contributions and congress/meeting announcements are released.

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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);

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.);

STARD checklist for reporting 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.);

STROBE statement, a checklist of items that should be included in reports of observational studies;

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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Abstract length: Not to exceed 100 words.

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Discussion: This section should include a brief review of the relevant literature and how the presented case furthers our understanding of the disease process.

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Indications

Method

Comparison with other methods: advantages and disadvantages, difficulties and complications.

References, in Vancouver style (see under 'References' above).

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Instruction for Authors

Tables and figures: Including legends.

Video Article

Article length: Not to exceed 500 words.

Reference Number: Not to exceed 5 references

Briefly summarize the case describing diagnosis, applied surgery technique and outcome. Represent all important aspects, i.e. novel surgery technique, with properly labelled and referred video materials. A standalone video vignette describing a surgical technique or interesting case encountered by the authors.

Requirements: The data must be uploaded during submission with other files. The video should be no longer than 10 minutes in duration with a maximum file size of 350Mb, and 'MOV, MPEG4, AVI, WMV, MPEG-PS, FLV, 3GPP, WebM' format should be used. Documents that do not exceed 100 MB can be uploaded within the system. For larger video documents, please contact info@galenos.com.tr. All videos must include narration in English. Reference must be used as it would be for a Figure or a Table. Example: ".....To accomplish this, we developed a novel surgical technique (Video 1)." All names and institutions should be removed from all video materials. Video materials of accepted manuscripts will be published online.

Letters to the Editor

Article length: Not to exceed 500 words.

Reference Number: Not to exceed 10 references

We welcome correspondence and comments on articles published in the Turkish Journal of Colorectal Disease. No abstract is required, but please include a brief title. Letters can include 1 figure or table.

Editorial Comments

Article length: Not to exceed 1000 words.

Reference Number: Not to exceed 10 references.

The Editor exclusively solicits editorials. Editorials should express opinions and/or provide comments on papers published elsewhere in the same issue. A single author is preferred. No abstract is required, but please include a brief title. Editorial submissions are subject to review/request for revision, and editors retain the right to alter text style.

Ethics

This journal is committed to upholding the integrity of the scientific record. As a member of the Committee on Publication Ethics (COPE), the journal will follow the COPE guidelines on how to deal with potential acts of misconduct.

Authors should refrain from misrepresenting research results which could damage the trust in the journal, the professionalism of scientific authorship, and ul-

timately the entire scientific endeavour. Maintaining integrity of the research and its presentation can be achieved by following the rules of good scientific practise, which include:

The manuscript has not been submitted to more than one journal for simultaneous consideration.

The manuscript has not been published previously (partly or in full) unless the new work concerns an expansion of previous work (please provide transparency on the re-use of material to avoid the hint of text-recycling ("self-plagiarism").

A single study is not split up into several parts to increase the quantity of submissions and submitted to various journals or to one journal over time (e.g. "salami-publishing").

No data have been fabricated or manipulated (including images) to support your conclusions.

No data, text, or theories by others are presented as if they were the author's own ("plagiarism"). Proper acknowledgements to other works must be given (this includes material that is closely copied (near verbatim), summarized and/or paraphrased), quotation marks are used for verbatim copying of material, and permissions are secured for copyrighted material.

Important note: Turkish Journal of Colorectal Disease uses software (iThenticate) to screen for plagiarism.

Consent to submit has been received explicitly from all co-authors, as well as from the responsible authorities - tacitly or explicitly - at the institute/organization where the work has been carried out before the work is submitted.

Authors whose names appear on the submission have contributed sufficiently to the scientific work and therefore share collective responsibility and accountability for the results.

In addition: Changes in authorship or in the order of authors are not accepted after acceptance of a manuscript.

Requesting to add or delete authors at the revision stage, proof stage, or after publication is a serious matter and may be considered when justifiably warranted. Justification for changes in authorship must be compelling and may be considered only after receipt of written approval from all authors and a convincing, detailed explanation about the role/deletion of the new/deleted author. In case of changes at the revision stage, a letter must accompany the revised manuscript. In case of changes after acceptance or publication, the request and documentation must be sent via the Publisher to the Editor-in-Chief. In all cases, further documentation may be required to support your request. The decision on accepting

the change rests with the Editor-in-Chief of the journal and may be turned down. Therefore authors are strongly advised to ensure the correct author group, corresponding author, and order of authors at submission.

Upon request, authors should be prepared to send relevant documentation or data in order to verify the validity of the results. It could be in the form of raw data, samples, records, etc.

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If the article is still under consideration, it may be rejected and returned to the author.

If the article has already been published online, depending on the nature and severity of the infraction, either an erratum will be placed with the article or complete retraction of the article will occur in severe cases. The reason must be given in the published erratum or retraction note.

The author's institution may be informed.

Peer review of study protocols :

TJCD will consider publishing without peer review protocols with formal ethical approval and funding from a recognized, open Access, supporting research-funding body (such as those listed by the JULLIET Project). Please provide proof that these criteria are met when uploading your protocol. Any protocols that do not meet both these criteria will be sent for open external peer review, with reviewer comments published online upon acceptance, as with research articles. Reviewers will be instructed to review for clarity and sufficient detail. The intention of peer review is not to alter the study design. Reviewers will be required to check that the study is scientifically credible and ethically sound in its scope and methods. There is sufficient detail to instil confidence that the study will be managed and analyzed correctly.

Publishing study protocols enables researchers and funding bodies to stay up to date in their fields by providing exposure to research activity that may not otherwise be widely publicized. This can help prevent unnecessary duplication of work and will hopefully enable collaboration. Publishing protocols in full also makes available more information than is currently by trial registries and increases transparency, making it easier for others (editors, reviewers and readers) to



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see and understand any variations from the protocol that occur during the conduct of the study)

The SPIRIT (Standart Protocol Items for Randomized Trials) statement has now been published. It is an evidence-based tool developed through a systematic review of a wide range of resources and consensus. It closely mirrors the CONSORT statement and also reflects essential ethical considerations.

PRISMA is an evidence-based minimum set of items for reporting in systematic reviews and meta-analyses. PRISMA focuses on reporting reviews evaluating randomized trials but can also be used as a basis for writing systematic reviews of other types of research, particularly evaluations of interventions.

General TJCD policies apply to manuscript formatting, editorial guidelines, licence forms and patient consent.

- Protocol papers should report planned or ongoing studies: Manuscripts that report work already carried out will not be deemed protocols. The dates of the study must be included in the manuscript and cover letter.

Protocol for studies that will require ethical approval, such as trials, is unlikely to be considered without receiving that approval.

- Title: This should include the specific study type, randomized controlled trial

- Abstract: This should be structured with the following sections—introduction; Methods and analysis; Ethics, and dissemination. Registration details should be included as a final section, if appropriate.

- Introduction: describe the rationale for the research and what evidence gap it may fill.

- Methods and analysis:

- Ethics and dissemination: Ethical and safety considerations and any dissemination plan should be covered here

- Full references

- Authors contributions

- Funding Statement

- Competing Interests Statement

- Word Count: Not to exceed 4000 words.

Research Involving Human Participants and/or Animals

Statement of human rights: When reporting studies that involve human participants, authors should include a statement that the studies have been approved by the appropriate institutional and/or national research ethics committee and have been performed in accordance with the ethical standards as laid down in

the 1964 Declaration of Helsinki and its later amendments or comparable ethical standards.

Suppose doubt exists whether the research was conducted in accordance with the 1964 Helsinki Declaration or comparable standards. In that case, the authors must explain the reasons for their approach and demonstrate that the independent ethics committee or institutional review board explicitly approved the doubtful aspects of the study.

The following statements should be included in the text before the References section: Ethical approval: "All procedures performed in studies involving human participants were in accordance with the ethical standards of the institutional and/or national research committee and with the 1964 Helsinki declaration and its later amendments or comparable ethical standards."

For retrospective studies, please add the following sentence: "For this type of study, formal consent is not required."

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If articles do not contain studies with human participants or animals by any of the authors, please select one of the following statements:

"This article does not contain any studies with human participants performed by any of the authors."

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"This article does not contain any studies with human participants or animals performed by any of the authors."

Informed Consent

All individuals have individual rights that are not to be infringed. Individual participants in studies have, for example, the right to decide what happens to the (identifiable) personal data gathered, to what they have said during a study or an interview, as well as to any photograph that was taken. Hence it is essential that all participants gave their informed consent in writing before inclusion in the study. They are identifying details (names, dates of birth, identity numbers and other information) of the participants that were studied should not be published in written descriptions, photographs, and genetic profiles unless the information is essential for scientific purposes and the participant (or parent or guardian if the participant is incapable) gave written informed consent for publication. Complete anonymity is difficult to achieve in some cases, and informed consent should be obtained if there is any doubt. For example, masking the eye region in photographs of participants is inadequate protection of anonymity. If identifying characteristics are altered to protect anonymity, such as in genetic profiles, authors should assure that alterations do not distort scientific meaning.

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If identifying information about participants is available in the article, the following statement should be included:

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Payment

Turkish Journal of Colorectal Disease does not charge any article submission or processing charges.

THE REVIEW PROCESS

Each manuscript submitted to The Turkish Journal of Colorectal Disease is subject to an initial review by the editorial office to determine if it is aligned with the journal's aims and scope and complies with essential requirements. Manuscripts sent for peer review will be assigned to one of the journal's associate editors that have expertise relevant to the manuscript's content. All accepted manuscripts are sent to a statistical and English language editor before publishing. Once papers have been reviewed, the reviewers' comments are sent to the Editor, who will then make a preliminary decision on the paper. At this stage, based on the feedback from reviewers, manuscripts can be accept-



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ed, rejected, or revisions can be recommended. Following initial peer-review, articles judged worthy of further consideration often require revision. Revised manuscripts generally must be received within 2 months of the date of the initial decision. Extensions must be requested from the Associate Editor at least 2 weeks before the 2-month revision deadline expires; The Turkish Journal of Colorectal Disease will reject manuscripts that are not received within the 3-month revision deadline. After their re-submission, manuscripts with extensive revision recommendations will be sent for further review (usually by the same reviewers). When a manuscript is finally accepted for publication, the Technical Editor undertakes a final edit and a marked-up copy will be e-mailed to the corresponding author for review and to make any final adjustments.

REVISIONS

When submitting a revised version of a paper, the author must submit a detailed "Response to the reviewers" that states point by point how each issue raised by the reviewers has been covered and where it can be found (each reviewer's comment, followed by the author's reply and line numbers where the changes have been made) as well as an annotated copy of the main document. Revised manuscripts must be submitted within 30 days from the date of the decision letter. If the revised version of the manuscript is not submitted within the allocated time, the revision option may be canceled. If the submitting author(s) believe that additional time is required, they should request this extension before the initial 30-day period is over.

ENGLISH LANGUAGE EDITING

All manuscripts are professionally edited by an English language editor before publication.

AFTER ACCEPTANCE

All accepted articles are technically edited by one of the Editors. On completion of the technical editing, the article will be sent to the production department and published online as a fully citable Accepted Article within about one week.

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Authors will be asked to transfer copyright of the article to the Publisher (or grant the Publisher exclusive publication and dissemination rights). This will ensure the widest possible protection and dissemination of information under copyright laws.

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The purpose of the proof is to check for typesetting or conversion errors and the completeness and accuracy of the text, tables and figures. Substantial changes in content, e.g., new results, corrected values, title and authorship, are not allowed without the approval of the Editor.

After online publication, further changes can only be made in the form of an Erratum, which will be hyperlinked to the article.

ONLINE EARLY

The Turkish Journal of Colorectal Disease publishes abstracts of accepted manuscripts online in advance of their publication in print. Once an accepted manuscript has been edited, the authors have submitted any final corrections, and all changes have been in-

corporated, the manuscript will be published online. At that time, the manuscript will receive a Digital Object Identifier (DOI) number. Both forms can be found at www.manuscriptmanager.net/tjcd. Authors of accepted manuscripts will receive electronic page proofs directly from the printer and are responsible for proofreading and checking the entire manuscript, including tables, figures, and references. Page proofs must be returned within 48 hours to avoid delays in publication.

CORRESPONDENCE

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