**Guideline For New Submission**

# Submission of manuscripts

Manuscripts must be submitted through our online submission system (Maximum file size: 50 Mb). Please create a user account, log in and submit your manuscript following the submission guidelines.

Tell us if your manuscript is a preprint:

Manuscripts previously posted on preprint servers, including but not limited to [arXiv,](https://arxiv.org/) bioRxiv, [BioRN,](https://www.ssrn.com/en/index.cfm/biorn/) [ChiRxiv,](https://chirxiv.org/) [ChiRN,](https://www.ssrn.com/en/index.cfm/chirn/) and [SSRN,](https://www.ssrn.com/index.cfm/en/) are also appreciated.

# Article Types

## Research Articles

Manuscript on original studies should be submitted as Research Articles. The sections should be prepared as follows:

* Introduction: The introduction should clearly show the objective of the study, provide a brief summary of previous relevant studies, and demonstrate the new advances in the current investigation.
* Materials and Methods: This section should briefly give clear and solid information to allow duplication by an independent observer.
* Results: The results should be a concise and logical account of the new information discovered, with the least personal judgment.
* Discussion: The discussion should incorporate the significance of the new information and relevance of the novel findings in light of existing knowledge. Limitations should also be stated.
* Conclusions: The conclusions should be drawn clearly and concisely (less than five sentences).

More information is available in the Research Article sample.

## Review Articles

Review articles aim to provide accessible, authoritative overviews of a field or topic. Potential authors should keep in mind that they are expected to have expertise in the reviewed field. The sections should be arranged as follows:

* Review articles have a flexible format with no restricted length.
* If appropriate, the method of reference collection should be described.
* The use of headings, subheadings, and paragraph titles is recommended to improve clarity.
* Conclusions: The conclusions should be drawn clearly and concisely (less than five sentences).

More information is available in the Review Article sample.

## Case Reports

A case report is a detailed report of the symptoms, signs, diagnosis, treatment, follow-up and outcomes of a certain disease.

The article should include to the following four parts: introduction, case report or clinical series, discussion, conclusions.

More information is available in the Case Report sample.

# Format

Please note that articles must contain the following components:

Title Page

Ethics and Consent

Clinical Trials Registration

Highlights

Abstract & Keywords

Main Text

Acknowledgements

Author Contributions

References

Figure legends

Units and Abbreviations

Please see below for further details

**Title Page**: The title page should include a manuscript title, authors’ name, affiliations, corresponding author’s contact information (full postal address, telephone and fax numbers and e-mail address) and conflicts of Interest (existed and potential conflicts of interest that authors may have).

**Ethics and consent:** Research involving human participants, human samples (tissue, blood, body fluid etc.), or human data, must have been conducted in accordance with the Declaration of Helsinki and must have been approved by an appropriate ethics committee. Research involving experiments on animals must demonstrate whether an institution's guide, a national research council's guide, or any national law on the care and use of laboratory animals was followed. A statement including the name of the ethics committee and the reference number, and Institutional Review Board (IRB) Approval Report or Ethics Committee Report must be provided if applicable. If a study has been granted an exemption from requiring ethics approval, this should also be stated in the manuscript. The Ethics and Consent should be disclosed both in the end of Title Page and in the Method part.

**Patient consent:** Research involving experiments with human subjects or tissues must include a statement declaring that informed consent was obtained from the subjects or guardians for participation in the study. Additionally, please anonymize the patient’s details as much as possible, which is a legal requirement. For studies with no personal information and very limited clinical data, or studies with a retrospective design, consent may be waived based on the opinions of the IRB. However, for case reports involving living patients, consent cannot be waived.

**Clinical Trial Registration:** Clinical trials refer to "any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate their effects on health outcomes". Purely observational studies do not require registration. Please provide the name of the registry of clinical trial, the trial number, and the trial URL when appropriate. The information of Clinical Trial Registration should be disclosed both in the Abstract and Method parts. Authors are strongly encouraged to pre-register clinical trials in suitable databases including clinicaltrials.gov, the EU Clinical Trials Register and those listed by the International Clinical Trials Registry Platform of World Health Organization.

**Highlights:** Highlights are bullet points that convey the core findings of your study. Highlights are mandatory for this journal. The manuscript may include up to three to five bullet points.

 **Abstract & Keywords:** The abstract should briefly show the aim of the research, the results obtained and the major conclusions. The authors must include 3 to 5 key words or phrases at the end of the abstract.

**Main Text:** The manuscript body of RESEARCH ARTICLES should be organized in a standard form with the following separate sections: Introduction, Materials and Methods, Results, Discussion and Conclusion. REVIEW ARTICLES should be divided into sections and subsections as appropriate without numbering. Case reports should be organized in Introduction, Case Presentation, Results, and Conclusion.

**Acknowledgements:** The acknowledgments should clearly describe aids including financial supports (grant source and number should be specified), intellectual assistance, image credits etc.

**References:** The journal references should be formatted according to the EndNote X Style for Zentime ZENTIME PUBLISHING CORPORATION.zip.

Endnote Style：Journal Article

Author. Title. Journal Year;Volume(Issue):Pages

e.g., Fan ZZ, Chen ZH, Luitel SD, et al. Advances on ultrasound-guided radial artery catheterization. Perioper Precis Med 2023;1(1):2-14.

Endnote Style：Book

Author. Title. Place Published. Publisher, Year.

Endnote Style：Book Section/Chapter

Author. Chapter Title. In: Editor, editors. Book Title. Place Published. Publisher, Year. p. Pages.

Endnote Style：Thesis

Author. Title. University Year.

Endnote Style：Web page

Title. Available at: URL

Endnote Style：Advance online publication

Author. Title (Advance online publication). Journal Year;Volume(Issue):Pages.

Endnote Style：Preprint

Author. Title (Preprint). Platform Year.

Endnote Style：Patent

Author. Title. Place applied patent No. Date (2023/06/30).

Endnote Style：Conference Proceedings

Author. Title. Volume (No.): Name of Proceedings. Publisher Year;Pages.

Endnote Style：Conference Paper

Author. Title. Conference Name Year;Pages.

**Figure legends:** Figure legends must contain a brief title (bold) for the whole figure and a detailed description of each panel or part. In addition, all symbols used to indicate significant differences in the figures must be defined accordingly.

**Units and Abbreviations:** System International (SI) units should be used for all measurements. All abbreviations should be explicitly defined at their first occurrence, except for those internationally acceptable and should not be used unless they appear at least 3 times in the abstract or text.

## Tables & Figures

All tables should be provided in the three-line table format (editable) in a Word file. Cite tables consecutively in the numerical order of their first citation in the text by Arabic numbers (Table 1, Table 2, etc.), and provide a brief title as well as notes (if any) for each.

All figures should be professionally prepared at a preferred resolution of at least 300 dpi, in jpeg or tiff format. Cite figures consecutively in the order of their first citation in the text by Arabic numbers (Figure 1, Figure 2, etc.) and provide a brief title as well as figure legends for each. Subfigures should be labeled appropriately (Figure 1A, Figure 1B, etc.) in the top left corner and described in detail, especially the statistical symbols.

Please note that supplementary tables and figures should be submitted together with tables and figures, and the Tables & Figures file (WORD, JPEG OR TIFF, and ZIP) should not exceed 50 Mb in size.

## Supplementary File

Supplementary files, which are directly relevant but not essential to the conclusions of the paper, should be submitted in a separate file along with the manuscript and with all subsequent submissions.

Language editing certificate, Institutional Review Board (IRB) Approval Report or Ethics Committee Report, supplementary methods, etc. can be submitted as a supplementary file (Maximum file size: 50 Mb).

# Publication Ethics Statement

Generally, Zentime follows guidance produced by bodies that include the Committee on Publication Ethics (COPE; https://publicationethics.org/), the World Association of Medical Editors (WAME; [**www.wame.org**)](http://www.wame.org/) and the International Committee of Medical Journal Editors (ICMJE; [**www.icmje.org**)](http://www.icmje.org/).

## Ethical Guidelines for Authors

Authors should abide by academic ethics and always make sure that

1. None of the materials in the paper have been published or are under consideration for publication elsewhere unless approved by the editors.
2. The work was designed and conducted by all the authors and the manuscript has been written, read, and approved by all the authors.
3. All data in the submitted manuscript are authentic (not fabricated or manipulated) and retrievable.
4. All the work in the submitted manuscript is original with no plagiarism. Acknowledge and cite any content reproduced from other sources (obtain permission if necessary).
5. Any conflicts of interest are clearly declared, e.g., employment, consultancy personal relationships and academic competition.
6. Research involving human participants, human materials, or human data, must have been conducted in accordance with the Declaration of Helsinki and must have been approved by an appropriate ethics committee. Research involving experimentation with human subjects or tissues must include a statement declaring that informed consent was obtained from the subjects or guardians for participation in the study or use of their tissue. Research involving experiments on animals must demonstrate whether an institution's guide, a national research council's guide, or any national law on the care and use of laboratory animals was followed. A statement including the name of the ethics committee and the reference number, and the Institutional Review Board (IRB) Approval Report or Ethics Committee Report must be provided if applicable. If a study has been granted an exemption from requiring ethics approval, this should also be detailed in the manuscript.
7. To notify the journal editor or publisher promptly if a significant error in their publication is identified and make retractions or give erratum if necessary.
8. Three potential peer reviewers with detailed contact information should be provided (if any), who are experts in their field of study and will be able to provide an objective evaluation of the manuscript.

This list is not exhaustive, and authors should be aware of local regulations and accepted norms within academic publishing society.

## Ethical Guidelines for Reviewers

Reviewers are responsible for the professional review and will always

1. Accept manuscripts with rigorous standards of academic excellence.
2. Review submitted manuscripts objectively and timely.
3. Treat a manuscript received for review as a confidential document; do not use or disclose information, arguments or interpretations contained in a manuscript under review.
4. Alert the editor of any published or previously submitted content that is substantially similar to that under review.
5. Point out relevant published work that has not been cited by the authors.
6. Notify any potential conflicts of interest that may be concerned.

For general guidance on reviewing a manuscript, see [information for the reviewers.](https://www.mdpi.com/reviewers) The details here are related to some specific ethical issues only.

## Ethical Guidelines for Editors

Editors are responsible for the whole review process and will always

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