AAIR Guideline for Manuscript Preparation

Authors should have read the AAIR Polices while writing their manuscript. All manuscripts will be submitted must be uploaded at e-submission website at http://submit.e-aair.org/. All materials must be written in proper and clear English. Manuscripts should be prepared in accordance with the “Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Writing and Editing for Biomedical Publication” (http://www.icmje.org/) updated October 2008. The manuscript including tables and their footnotes, and figure legends, must be typed in double space on A4 sized page, with a margin of at least 2.5 cm on every side. Standard 12-point font (Time New Roman or Helvetica) should be used.

A. Cover Letter

Corresponding authors must provide a cover letter which includes statements answering the following questions:

• Has the work been seen and approved by all co-authors?
• How is the work clinically relevant, and how does it add to existing research?
• Have papers closely related to the submitted manuscript been published or submitted for publication elsewhere? If so please provide details.

Failure to provide a cover letter addressing each of the questions above will result in the paper being returned to the author. The cover letter must be uploaded as a separate submission item. For queries, please contact the journal editorial office directly: e-mail: aair.editor1@gmail.com. The manuscript should be in the following sequence: Title page, Abstract and keywords, Introduction, Materials and methods, Results, Discussion, Acknowledgment, References, Tables, and Figure legends. All pages should be numbered consecutively starting from the title page.
B. Original Article

Total length do not exceed 5,000 words, except Abstract, Reference, Tables and Figures. Total numbers of tables and figures should less than 10. The references should not exceed 50.

Title page.

This should contain the Title of an article, full names of authors and institutional affiliation(s). Title should be concise and descriptive but not declarative, and the length less than 100 characters. Running title should be less than 50 characters. If several authors, and institutions are listed, they should be clearly indicated with which department and institution each author is affiliated. In a separate paragraph, address for correspondence, including the name of corresponding author, degree, address (institutional affiliation, city, zip-code and country), telephone and fax numbers, and e-mail address, should be given. Information concerning sources of financial support should be placed as a footnote.

Abstract.

The abstract should be concise, less than 300 words, and it should be consisted of Purpose, Methods, Results, and Conclusion in a structured format. Abbreviations, if needed, should be kept to absolute minimum with proper identifications. Abstracts for case report may deviate from this format, but carry the same restrictions of word count. Abstract is not required for editorials or for correspondence.

Key Words.

List 3-6 key words from the list provided Index Medicus, or "Medical Subject Heading (MeSH)" in internet site,
The text of manuscripts must have the following sections: (1) Introduction; (2) Materials and Methods; (3) Results; and (4) Discussion. The total text should not exceed 5,000 words excluding Abstract, References, and Figure/Table Legends.

**Introduction.**

This should provide a context or background for the study and states the specific purpose, research objectives or hypothesis tested by the study. This may include mention of papers most closely related to the article and of the problem.

**Materials and Methods.**

Explanation of the experimental methods should be concise but sufficient to allow other researchers to reproduce the results. This provides the technical information, apparatus (the manufacturer's name and brief address) and procedures. Give references and brief descriptions for the methods that have been published. Describe statistical methods with enough detail to enable a reader with access to the original data to verify the reported results. Define statistical terms, abbreviations, and most symbols.

**Results.**

This part should be presented logically using text, table and illustrations. Excessive repetition of table or figure contents should be avoided.
**Discussion.**

The data should be interpreted concisely without repeating materials already presented in the results section. Speculation is permitted, but it must be supported by the presented data of authors and be well founded.

**Acknowledgments.**

All persons who have made substantial contribution, but who are not eligible as authors are named in acknowledgment. Examples of those who might be acknowledged include a person who provided purely technical help, writing assistance, or a department chair person who provided only general support. Authors should disclose whether they had any writing assistance and identify the entity that paid for this assistance. All sources of funding should be declared as an acknowledgement. Authors should declare the role of study sponsors, if any, in the study design, in the collection, analysis and interpretation of data; in the writing of the manuscript; and in the decision to submit the manuscript for publication. If the study sponsors had no such involvement, the authors should so state. Authors also declare any competing interests.

**B. Review Article**

Review articles are usually solicited by the Editor-in-Chief. Authors should contact the Editor-in-Chief in advance to determine the appropriateness of their Review Articles for publication. An unstructured Abstract is required. In Text, Materials and Methods and Results sections are not required. The length of Review Articles is limited to 6,000 words with a maximum of 70 references. Also, there should be no more than 3 authors.

**C. Brief Communication**

The Brief Communication should not exceed 2,000 words excluding the Abstract, References, and Figure/Table Legends. No subdivisions such as the Introduction,
Materials and Methods, Results, and Discussion are required.

**D. Case Report, Letters to the Editors**

The Case Report should consist of abstract, key words, Introduction, Case report, Discussion and References (not more than 20). The Case Report should not exceed 1,000 words excluding the abstract, references, and figure/table legends with less than 9 authors, and should include no more than 3 tables or figures. The abstract should be concise and less than 250 words. It is not necessary to have a fully structured abstract for case reports.

**E. References**

All references must be identified in the text by superscript Arabic numerals and numbered in consecutive order, as they are cited in the text. The list of references, in numerical order, should be included at the end of the article. Authors are responsible for the accuracy and completeness of their references and the correct text citations. List all authors if there are less than or equal to six authors, however, if there are more than six authors, please list the first six authors followed by “et al.” Abbreviate journal names according to the examples used in Index Medicus and PubMed.

References should follow the styles shown below, according to the sequence: authors, title of paper, journal name, year published, volume, inclusive page numbers. For citations from sources not listed below, refer to the NLM Guide for Authors, Editors, and Publishers (2007), 2nd ed., National Library of Medicine, Bethesda, MD, USA, (http://www.nlm.nih.gov/citingmedicine). Papers in press may be listed among the references with the journal name and tentative year of publication. Unpublished data or personal communications can be listed only with the author’s written permission.
Examples of reference style:

1) Author and Journal


2) Book


3) Chapter in a book


4) Abstract or supplement


F. Tables and Figures

Tables: Each table should fit within a single page. The Table's legend may include any pertinent notes and must include definitions of all abbreviations and acronyms that have been used in the Table. For footnotes, the following symbols should be used in this sequence:* , †, ‡, §, ||, ¶, **, ††, ‡‡, etc. Authors are obligated to indicate the significance of their observations by appropriate statistical analysis.

Illustrations: Each figure should be prepared as a separate digital file and uploaded separately. Figures must be cited consecutively using Arabic numerals. Figures which are drawn or photographed professionally should be sent as TIFF or EPS files. If the only option is to save the file in JPEG format, it should be in a
setting with the least amount of compression (highest quality). Authors should review the images of such files on a computer screen to be sure they meet their own quality standard. The complete expense of reproducing color photographs will be charged to the author. When submitting a color figure, please indicate in AAIR Manuscript submission site that it is to be published in color. By specifying that you want to publish a figure in color, you agree to pay the reproduction costs. Do not send payment with the submission; currently these costs will be billed once an article has been accepted to AAIR.

**G. Legends for Tables and Illustrations**

Typed legends that use double-spacing should start on a separate page with Arabic numerals corresponding to the Tables or Illustrations. When symbols, arrows, numbers, or letters are used to identify parts of the Tables or Illustrations, they should be individually identified and explained clearly in the legend.

**H. Abbreviations**

Authors should limit the use of abbreviations to an absolute minimum. Abbreviations are not to be used in titles. Abstracts may contain abbreviations for terms mentioned many times in the abstract section, but each term must be identified the first time it is mentioned.

**I. Unit of Measurement**

Measurements of length, height, weight, and volume should be reported in metric units (meter, kilogram, or liter) or their decimal multiples. Temperature should be in degrees Celsius. Authors must consult the information for authors for the particular journal and should report laboratory information in both the local and International System of Units (SI).
J. Suggestion for Peer Reviewers

Authors may provide the names, affiliations, and email address of up to 5 potential peer reviewers. These individuals should not be recent collaborators or coauthors, nor should they have provided substantial advice or critiques to the authors in the conduct of their work. The editors will take these suggestions into account when assigning reviewers.

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