

AUTHOR GUIDELINES

Enacted Jun. 2010
Revised Mar. 2011
Revised Jul. 2011
Revised Feb. 2013
Revised Oct. 2014
Revised Jan. 2016
Revised Oct. 2016
Revised Mar. 2018
Revised Sep. 2019
Revised Nov. 2020

AIMS

1. Global Health and Nursing (GHN) is the official journal of the Research Institute of Nursing Science, College of Nursing, Pusan National University. This journal aims to contribute to the development of research, theory, practice, education, and policy in the nursing and health-related fields by disseminating high-quality scientific articles.
2. GHN is published twice a year (at the end of January and July) as print/online issues.

RESEARCH & PUBLICATION ETHICS

1. All manuscripts should be prepared in strict accordance with the research and publication ethics guidelines recommended by the Council of Science Editors (CSE, <http://www.councilscienceeditors.org/>), International Committee of Medical Journal Editors (ICMJE, <http://www.icmje.org/>), and Korean Association of Medical Journal Editors (KAMJE, <http://www.kamje.or.kr/>).
2. In accordance with the Helsinki Declaration, researchers conducting studies involving human subjects should explain the purpose of the study to the participants. They must also include an explicit statement in the manuscript regarding their efforts to protect subjects from risks that may arise from their participation in the study. GHN accepts submissions only for studies approved by the responsible research ethics board or institutional review board (IRB).
3. Research involving animal subjects should in the manuscript describe procedures to reduce the pain and discomfort of experimental animals. Articles can also only be submitted for studies approved by the Institutional Animal Care and Use Committee (IACUC) and for which the experimental procedures do not violate the "NIH Guide for the Care and Use of Laboratory Animals."
4. Disciplinary action for the violation of research ethics is subject to the editorial board's decision; however, if necessary, it is referred to the ethics committee.
 - 1) Fabrication: Making, recording, or reporting non-existent data and results
 - 2) Falsification: Manipulating research material, equipment, and experimental processes; changing or omitting data such that the research is not accurately represented in the research record.

- 3) Plagiarism: The appropriation of another person's ideas, research processes, results, or text as your own without appropriate and accurate citation or approval.
- 4) Inappropriate indications in authorship
5. GHN prohibits duplicate publication and submission.
- 1) Manuscripts published or submitted to other journals cannot be submitted to GHN, and studies submitted or published in GHN cannot be submitted to or published in other journals.
- 2) The criteria for determining duplicate publication include that the article must not have been published, even in other languages, in part or whole, in printed or electronic media, or involve the registration of a journal.
- 3) If the abstract or part of the study has been published in the form of material for an academic conference, etc., the manuscript can be submitted.
- 4) If authors wish to pursue secondary publication of the manuscript in another language, they should obtain approval from the editor-in-chief of both related journals.
- 5) The editorial board will review and determine the nature and degree of duplicate publication or duplicate submission for the manuscript.
6. If published or submitted manuscripts are suspected of an ethics violation, the editorial board reports the decision after the deliberation process. The following appropriate action will be taken regarding the ethical regulations.

AUTHORSHIP

1. Researchers should follow the recommendations for authorship set out by the ICMJE (2019) and Good Publication Practice Guidelines for Medical Journals 3rd edition (KAMJE, 2019).

Authorship of this journal should be based on all four the following criteria: 1) Substantial contribution to the conception or design of the work or to the acquisition, analysis, or interpretation of data for the work; 2) drafting the work or revising it critically for important intellectual content; 3) final approval of the version to be published; and 4) agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part thereof are appropriately investigated and resolved. All other contributors not listed as authors should be mentioned in the acknowledgments section.

Any addition, deletion, or rearrangement of author names in the authorship list should be approved by the editorial board prior to acceptance of the manuscript. To request such changes, the corresponding author must submit the following documents to the editorial board: (a) The reason(s) for the change in the author list; and (b) written confirmation from all authors that they agree with any addition, removal, or rearrangement.

2. When a master's thesis or doctoral dissertation is submitted for publication, the first author should be the person awarded the degree, and they should declare that the content is from the thesis/dissertation.

CONFLICT OF INTEREST

The corresponding author is asked to disclose information on all authors' potential conflicts of interest when submitting an article. Such potential conflicts of interest may include employment, consultation, stock ownership, financial support or private connections to pharmaceutical companies, paid testimony, patent applications and registrations, and other grants or support for research funding.

Even if all authors are confident that a potential conflict of interest did not affect the preparation of the manuscript, it should be stated in the manuscript.

MANUSCRIPT SUBMISSION

1. Manuscripts should be submitted electronically via the online submission system of this journal (<https://prins.medicallove.com/>). When submitting a manuscript, check the checklist before submission. All correspondence including notification of the editor's decision and requests for revisions will be processed via this system. Please contact the publication director of the GHN regarding any questions on the use of the online submission system (Tel: +82-51-510-8348; e-mail: rins@pusan.ac.kr).
2. Manuscripts that do not conform to the submission guidelines of this journal will not be received.
3. All authors of accepted manuscripts must sign a copy of the journal's "Transfer of Copyright Agreement" form and submit it by e-mail (rins@pusan.ac.kr).
4. The following categories of articles and publication types can be published in this journal:
 - 1) Categories of articles
Quantitative research, qualitative research, concept analysis, development and evaluation of instrumentation, Q methodology, systematic review and meta-analysis, review articles
 - 2) Type of publication
 - Original Article: GHN publishes research that matches the aims and scope of the journal. These articles report empirical findings from the highest quality basic and clinical research studies within the scope of the focus of this journal. Instrument development or validation articles should include the Korean version of the

instrument as an appendix in addition to the manuscript.

- Review Article: These include critical articles on topics of interest and relevance to theory, practice, and education in the nursing and health-related fields. If the manuscript is not by invitation, the topic must be appropriate to be considered for publication and must be peer-reviewed. The body of a review article should be a comprehensive, scholarly, evidence-based review of the literature, accompanied by critical analysis leading to reasonable conclusions. For meta-analyses or systematic reviews, a list of final analysis articles should be provided in the appendix.
- Invited Article: This refers to an article written by an expert invited by the editorial board on a topic that has significant meaning to researchers in nursing.

MANUSCRIPT PREPARATION AND FORMAT

General Guidelines

1. Manuscripts should be written in Korean or English. Manuscripts written in English should be submitted with a certificate of English editing.
2. The length of the manuscript in Korean is 15 pages, and English manuscripts are limited to 6,000 words (excluding the title page, abstract, references, tables, figures, and any supplemental digital content).
3. Manuscripts are written using Korean or MS word software, and English manuscripts should be written in MS Word. Formatting requirements are as follows: texts written in Korean should be in a 신 명 조 (shinmyoungjo) 10 point font size, with line

spacing of 200% and the following margins: top 30 mm, bottom 25 mm, left 25 mm, and right 25 mm. Texts written in English should be double-spaced and the text should be in 12-point Times New Roman. The paper setting should be A4, with page numbers placed at the bottom of each page.

4. Medical terms must be based on the recent edition of “Standard Nursing Terminology” published by the Korean Society of Nursing Science and “English-Korean Medical Terminology” published by the Korean Medical Association.
5. Expand all English abbreviations at first mention in the text. However, do not use abbreviations in the title or abstract.
6. Standard abbreviated words and units refer to the National Library of Medicine (NLM) Style Guide for Authors, Editors, and Publishers, 2nd Edition (2007).
7. A space is required between the English text and parentheses, or between numbers and parentheses. There is no space between Korean text and parentheses.
8. Authors should obtain permission to use measurements in their studies from the copyright owners.
9. Generic names should be used. When proprietary brands are used in research, include the brand name and manufacturer, city (state), and nationality in parentheses after the first mention of the generic name in the Methods section. Brand names are identified by logos such as TM, ®, etc. Brand names are used only when necessary.

Manuscript Components

1. Manuscripts should be composed in the following order: Title page, abstract in English, main text, tables and figures, and appendices. Each section should start on a new page. The main body of the article should not include any identifying information such as authors’ names or affiliations to ensure a blind review.
2. The following should be included on the title page and prepared by referring to the “title page form” file.
 - 1) The title of the article: Korean and English
 - 2) Running titles
 - 3) All authors’ names and affiliations (department and position in Korean and English), and ORCID numbers
 - 4) The corresponding author’s name and complete contact details including address, e-mail, phone number, ORCID, and fax number
 - 5) Type of manuscript: Quantitative research, qualitative research, concept analysis, development and evaluation of instrumentation, Q methodology, systematic review and meta-analysis, and review articles
 - 6) Number of references: 50 or less
 - 7) Number of words of English abstract: 250 words or less
 - 8) Keywords: no more than five words in Korean and English (MeSH terms)
 - 9) Institution and IRB number
 - 10) Disclosures: Thesis or dissertation, research funding support, and other conflicts of interest should be Korean and English.
 - 11) Authorship and authors’ contribution
3. An abstract of up to 250 words (excluding the title and authors’ names) should include the purpose, methods, results, and conclusion in one paragraph. The abstract should also include no more than five English keywords that cover the main factual points. The keywords should be

terms listed in Medical Subject Headings (MeSH) (<https://www.ncbi.nlm.nih.gov/mesh/>).

4. Main text

- 1) The main text of an article usually includes sections with the following headings: Introduction, Methods, Results, Discussion, Conclusion. However, the composition may differ for qualitative research.
- 2) Introduction: The background and purpose of the study are described concisely and clearly, and include only the background content relevant to the aim.
- 3) Methods: The study design, samples, measurements/instruments, data collection/procedure, ethical considerations, and data analysis are described in this order, separated by subheadings. Methods should be described explicitly so that they can be reproduced. For well-known methods, only references are provided, and new methods or modifications to existing methods are described in detail.
- 4) Results: This section should be described clearly and logically based on the main results. Only crucial results are summarized in the text without repeating the data in tables.
- 5) Discussion: The discussion should be concisely described by emphasizing important or new findings without duplicating the contents mentioned in the Introduction or Results sections. The data should be interpreted with reference to prior studies and include the application of the results, limitations, and recommendations.
- 6) Conclusion: Briefly describe only the conclusion concerning the research purpose, and do not repeat the research methods or results.

Tables and Figures

1. Each table and figure should be placed on a separate page without duplicating the text. There should be no more than five tables or figures in total.
2. Rules for creating tables
 - 1) All lines in the table should be single, and vertical lines should not be drawn.
 - 2) The title of the table should be placed above the table, and the first letters of important words should be capitalized (e.g., Table 1. Overall Responses to Question Types).
 - 3) Tables are numbered in the order in which they are cited in the text.
 - 4) If additional explanation is needed in the table, use footnotes. The following symbols (*, †, ‡, §, |, ¶, #, **, ††) are applied in order, and the description is indicated in the lower-left corner of the table. In the case of abbreviations, do not insert symbols, e.g., Fisher's exact test; †p = .001; ‡p < .001. e.g., HR=Heart rate; T=Temperature
 - 5) For decimal points, if the value is greater than "1," 0 should be placed in front of the decimal point; otherwise, the 0 before the decimal point is omitted, e.g., t=0.26, F=0.92, p < .001, r=.14, R2=.61
 - 6) When reporting decimal numbers, values up to two decimal places should be indicated, p-values (significance probability) to three decimal places (e.g., p = .002), and percentages (%) to one decimal place. If a p-value is .000 and 1.000, it should be indicated as p < .001 and p > .999, respectively.
3. Rules regarding figures
 - 1) The title of the figure should be placed below the figure, with the first letter of the figure title capitalized.

- 2) When there are two or more figures for the same number, an alphabetically sequential letter should be placed after the Arabic number (e.g., Figure 1-A, Figure 1-B).
- 3) The size of the figure should be at least 102×152 mm (4×6 inches) and not exceed 203×254 mm (8×10 inches), even in unavoidable cases.
- 4) The micrograph of a tissue specimen records the name of the tissue, staining method, and magnification.
- 5) The symbols used in the figure are indicated in the sequence: ●, ■, ▲, ◆, ○, □, △, ◇.

References

In-text citation

1. Citation of references within the text should follow Citing Medicine: The NLM Style Guide for Authors, Editors, and Publishers 2nd edition (2007).
2. When multiple references are cited together for the same content, number them serially in the order of appearance in the text (e.g., stress management [1], nursing intervention [2,3], critical care [4-6], nursing for depression [7-9,11,13]).
3. References should be numbered serially in the order of appearance in the text, with numbers in square brackets []. If a reference is cited more than once, use the same reference number.
4. If there are one or two authors, include the last name of each. If there are three or more authors, include only the last name of the first author followed by "et al." (e.g., Beck [3], Jo & Kim [7], Cox et al. [11]).

Reference lists

1. References cited in the text should be included in the list of references. The number of references should be 50 or less and listed in the order of citation.
2. All references should be written in English according to Citing Medicine: The National Library of Medicine (NLM) Style Guide for Authors, Editors, and Publishers 2nd Edition (2007).
3. For journal articles with more than seven authors, list the first six followed by et al. (e.g., Wolchik SA, West SG, Sandler IN, Tein J, Coatsworth D, Lengua L, et al.)
4. If a DOI (Digital Object Identifier) has been assigned to an authors' article, this should be included at the end of the bibliography. You can search for literature by DOI number at <http://www.crossref.org>.
5. Journals articles with unclear English titles should not be cited.

Examples

1) Journals

- (1) Journal articles: List in the following order including punctuation: Authors' names. Article title. Journal title. Date of publication; Volume (Issue): first page–last page, DOI.
- Example: For six or fewer authors:
Cho OH, Yoo YS, Kim NC. Efficacy of comprehensive group rehabilitation for women with early breast cancer in South Korea. Nursing & Health Science. 2006;8(3):140-6.
<https://doi.org/10.1111/j.1442-2018.2006.00271.x>
- Example: For more than six authors:

Bang KS, Kang JH, Jun MH, Kim HS, Son HM, Yu SJ, et al. Professional values in Korean undergraduate nursing students. *Nurse Education Today*. 2011; 31(1):72-5. <https://doi.org/10.1016/j.nedt.2010.03.019>

(2) Forthcoming ("in press") Journal Articles

List in the order of author names, article title, journal title, Forthcoming, publication due date.

- Example: with specific date predicted:
Heale R, Dickieson P, Carter L, Wenghofer EF. Nurse practitioners' perceptions of interprofessional team functioning with implications for nurse managers. *Journal of Nursing Management*. Forthcoming 2013 May 9.
- Example: With no date predicted:
Scerri J, Cassar R. Qualitative study on the placement of Huntington disease patients in a psychiatric hospital: perceptions of Maltese nurses. *Nursing & Health Sciences*. 2013. Forthcoming.

(3) Periodicals or magazines

List in the following order: Author names. Article title. magazine title. Date of publication: Page

- Example: Rutan C. Creating healthy habits in children. *Parish*

(4) Newspaper articles

List in the following order: Journalist. Article title. Newspaper title. Date of publication; Sect.

- Example: Cho C-u. Stem cell windpipe gives Korean toddlers new life. *The Korea Herald*. 2013 May 2; Sect. 01.

List in the following order: Authors. Title of book. Edition. Place of publication: Publisher; Date of publication. p. pagination.

- Example: Peate I. The student's guide to becoming a nurse. 2nd ed. Chichester WS: John Wiley & Sons; 2012. p. 59-90.
- Example: Min KA, Kim CG. Nursing management. Jeonju: Knowledge & Future; 2012. p. 45-62

(2) Chapter in an edited book

List in the following order: Authors of a chapter. Title of chapter. In: Editors. Title of book. Edition. Place of publication: Publisher; Date of publication. p. pagination.

- Example: Miller CW. Applied cardiovascular physiology. In: Wingfield WE, Raffe M, editors. *The veterinary ICU book*. Jackson, WY: Teton NewMedia; 2002. p. 1-14.

(3) Edited book

List in the following order: Name of editor, editors. Title of book. Place of publication: Publisher; Date of publication.

- Example: Curley MAQ, Moloney-Harmon PA, editors. *Critical care nursing of infants and children*. Philadelphia, PA: W.B. Saunders Co.; 2001.

(4) Books without an author or editor

List in the following order: Title of book. Edition. Place of publication: Publisher; Date of publication.

- Example: *Resumes for Nursing Careers*. New York, NY: McGraw Hill Professional; 2007

(5) Encyclopedias and dictionaries

List in the following order: Authors (or Editors). Title. Edition. Place of publication: Publisher; Date of publication.

2) Books

(1) Reference to an entire book

- Example: Snodgrass, Mary Ellen. Historical encyclopedia of nursing. Darby, PA: Diane Publishing Company; 2004.
- Example: Fitzpatrick JJ, Wallace M, editors. Encyclopedia of nursing research. 3rd ed. New York, NY: Springer Publishing Company; 2012.

(6) Book with author(s) and translator(s)

List in the following order: Original authors. Translated Title. Edition. Translator. Place of publication: Publisher; Date of publication.

- Example: Stuart G. Principles and practice of psychiatric nursing. 9th ed. Kim SS, Kim KH, Ko SH, translator. Philadelphia, PA: Mosby; 2008.

3) Scientific and Technical Reports

List in the following order: Authors. Title. Type of report. Place of publication: Institution (or university); Date of publication. Report Number.

- Example: Perio MA, Brueck SE, Mueller CA. Evaluation of 2009 pandemic influenza A (H1N1) virus exposure among internal medicine house staff and fellows. Health Hazard Evaluation Report. Salt Lake City, Utah: University of Utah School of Medicine, 2010 October. Report No.: HETA 2009-0206-3117.

4) Dissertations and theses

It is recommended that dissertations or theses not be cited. If necessary, these should be cited less than 10% of the total references. The dissertations or theses in the references are listed in the following order: of Author. Title [book type]. Place of publication: Publisher (university); Date of publication. P. Total number of pages

(1) Dissertation

- Example: Jin HY. A study on the analysis of risk factors and characteristics for nosocomial infection in intensive care unit [dissertation]. Seoul: Yonsei University; 2005. p. 1-108

(2) Theses

- Example: Kim JS. A study on fatigue, stress and burnout of pregnancy nurses [master's thesis]. Gwangju: Chonnam National University; 2012. p. 1-50.

5) Citation from secondary data

Secondary data should be used only in unavoidable cases where the primary data cannot be found, and it must be stated that it was cited from the primary data.

- Example: Gordis E. Relapse and craving: a commentary. Alcohol Alert. 1989;6:3. Cited by Mason BJ, Kocsis JH, Ritvo EC, Cutler RB. A double-blind, placebo controlled trial of desipramine for primary alcohol dependence stratified on the presence or absence of major depression, JAMA. 1996;275:761-7.

6) Papers presented at conferences or symposiums (Proceedings)

(1) Oral session (unpublished)

List in the following order: of Authors. Title of presentation. Paper presented at: Title; Date. Place. and City of the conference.

- Example: Bryar R. The primary health care workforce development roadmap. Paper presented at: The public health nursing contribution to primary health care 3rd International public health nursing conference; 2013 August 25-1; National University of Ireland Galway (NUIG). Galway.

(2) Poster session (unpublished)

List in the following order: of Authors. Title of poster. Poster session presented at: Title; Date. Place. and City of the conference.

- Example: Bigbee J. Promoting the health of the population: public health nursing leading the way. Poster session presented at: The public health nursing contribution to primary health care 3rd International public health nursing conference; 2013 August 25- 1; National University of Ireland Galway (NUIG). Galway

(3) Published papers (proceedings)

List in the following order: of Authors. Title of paper. Title of the conferences; Date. Place. City of the conferences; Publisher; Date of publication. p. pagination.

- Example: Bell JM. Highlights from the 10th International Family Nursing Conference. Making family nursing visible: from knowledge building to knowledge translation 10th International Family Nursing Conference; 2011 June 24-28; Kyoto International Conference Center. Kyoto: Sage Publications; 2013. p. 135-9.

7) Web

List in the following order: Authors. Title [Internet]. Place of publication: Publisher; Date of publication [Date cited]. Available from: URL.
Example: Statistics Korea. 2010 life tables for Korea [Internet]. Seoul: Author; 2011 [cited 2012 January 16]. Available from: http://kostat.go.kr/portal/korea/kor_nw/3/index.board?bmode=read&aSeq=252533

EDITORIAL AND PEER-REVIEW PROCESS

1. Initially, all manuscripts submitted are assessed by the GHN editorial committee to decide whether they are appropriate for the purpose and scope of this journal. Based on the results of the assessment, they may be rejected at this point.
2. Submitted manuscripts are reviewed by three members of an expert panel in the relevant field, which takes an average of two months.
3. The editorial board will request authors to revise the manuscript according to the comments of the reviewers and editors of the manuscript. When preparing a revised version of the manuscript, explain in as much detail as possible how the points raised by the reviewers and editors were reflected or not reflected in the revised manuscript. The author will be asked to respond to the reviewer comments within two weeks. The revised manuscript must be submitted within two weeks following the same procedure as for the initial submission. If the revised manuscript cannot be submitted within two weeks, the submission deadline can be extended to one month with the consent of the editor-in-chief. If the manuscript revised by the author is not submitted within one month from the date of request for amendment made by the Editorial Committee, the manuscript is considered withdrawn by the author. (However, if there is a request for extension, it can be extended by one more month.)
4. Details regarding the review of the manuscript adhere to the regulations for the peer-review process.
5. The author should pay the publication fee for the article. For an additional charge, you can request paper offprints.

6. If publication is not possible for reasons caused by the author, such as withdrawal after the review process or non-submission of the revised version within the deadline period, the author will be charged the fee for reviewing the manuscript.

REGULATION UPDATE NOTICE

1. This regulation was enforced on June 1, 2010.
2. This regulation was enforced on March 14, 2011.
3. This regulation was enforced on July 31, 2011.
4. This regulation was enforced on February 22, 2013.
5. This regulation was enforced on October 14, 2014.
6. This regulation was enforced on January 20, 2016.
7. This regulation was enforced on October 30, 2016.
8. This regulation was enforced on March 30, 2018.
9. This regulation was enforced on September 1, 2019.
10. This regulation was enforced on November 1, 2020.