GENERAL INSTRUCTIONS FOR MANUSCRIPT SUBMISSION

1. Jurnal Respirologi Indonesia (JRI) will only accept manuscript that never been published before elsewhere and currently not being considered for publication elsewhere.

2. Manuscripts reporting basic and/or clinical research (ART) and case report (CAS) and discussing article review (REV) within the fields of pulmonology and respiratory medicine (asthma, lung physiology, respiratory infection including tuberculosis, thoracic oncology, interstitial lung disease, pulmonary hypertension, precision medicine, environmental tobacco control, intensive care, sleep-related disorder, occupational pulmonary disease, chronic obstructive pulmonary disease and pulmonary intervention and emergency medicine) are welcomed to the JRI.

3. Manuscript submission must be preceded by registration of the author(s) using the JRI website by accessing http://www.jurnalrespirologi.org/. Please refer to the “User Registration Guide” available in the given website address for registration details.

4. Manuscript must be written in clear and concise English or Bahasa Indonesia and should conform to the general style of the JRI. Manuscript written using Bahasa Indonesia should refer to the Pedoman Umum Ejaan Bahasa Indonesia (PUEBI).

5. Manuscript must be prepared using Microsoft® Word application and should be saved as a .docx file. Text must be typed using 12 pt Times New Roman within A4 paper size, double-spaced, single column and justified throughout. Manuscript must be bordered by 2.5 cm margin for every side of the page (left, right, top, bottom) and continuously numbered using alphanumeric numbers (1, 2, 3, etc) at its footer. Manuscript must be continuously line numbered starting from the Title Page.

6. Manuscript file name format is (ART/CAS/REV)-(main author surname)-(institution)-(main subject); contoh: ART-NIH-fulan-COPD.docx

7. Manuscript must include: (1) Title Page, (2) Author(s) Information Page, (3) Manuscript Page, (4) Reference Page, (5) Graphic and Table Page, and (6) Manuscript Metadata Page. Each of these must be separated by section break – next page.

8. Manuscript must enclose:
   a. Publishing Agreement Form (printed, signed and scanned as *.pdf)
   b. Author’s Checklist (completely checked)
   c. Please retrieve (a) and (b) from the JRI website

INSTRUCTIONS FOR TITLE PAGE

9. Title page must include: manuscript title, running title, abstract, keywords and manuscript type; all above must be written both in English and Bahasa Indonesia.
10. Manuscript title should be concise, informative and suitable for indexing. Title must be capitalized each word and must be less than 20 words. Manuscript that has been presented in an oral session must include information of time and place of the presentation on the footnote.

11. Running title must be included below manuscript title. Running title should be concise, informative and suitable for indexing. Running title must be capitalized each word and must be less than 140 characters, including spaces. Colons, semicolons or dashes must be avoided.

12. Abstract must be included below running title. Abstract must not be longer than 250 words and must be consisted of background/introduction, method, result and conclusion.

13. Keywords must be included below abstract. Keywords must be provided up to ten keywords without necessarily rephrasing from the title. Each of keyword must be separated by a semicolon (;)

14. Manuscript type must be included below keywords. Manuscript type must be identified: ART for original research article, CAS for case report and REV for article review.

INSTRUCTIONS FOR AUTHOR(S) INFORMATION PAGE

15. Author(s) Information Page must follow Title Page and must include, in this order: author(s) full name and active email; author(s) institution name, complete mailing address including postal code, website address (if any) and telephone number and/or facsimile number. For more than one author, identify the above for each author. All above must be written both in English and Bahasa Indonesia.

16. Author(s) full name must consist of first name, middle name (if any) and surname and must not include academic and professional title(s). Online author repository identity (i.e. ORCID, SCOPUS and SINTA) may be included below each name.

17. Main author should be indicated by a symbol and must be able to be contacted using given email. Institution email is recommended for this matter.

18. Author must include the official English institution name and mailing address according to the guideline or standard of each of the institution.

19. Telephone and facsimile number format is +(country code)-(regional code if applicable)-(number); for example +62-21-4891708

MANUSCRIPT PAGE

20. Manuscript Page must follow Author(s) Information Page and must include the content of the manuscript. Manuscript must be at least three pages and must be no more than 15 pages.

21. Manuscript for ART type must consist of:
   - Background/Introduction
- Method
- Results
- Discussions
- Conclusions

22. Manuscript for CAS type must consist of:
   - Introduction
   - Background
   - Case
   - Discussion
   - Conclusions

23. Manuscript for REV type must consist of:
   - Introduction
   - Review
   - Conclusions

24. Graphic and table must be separated from Manuscript Page. Graphic and table must be numbered by the order of the appearance within the Manuscript Page.

REFERENCE PAGE


26. Reference citation must be numbered by the order of citation and must be typed superscript throughout the manuscript.

27. Citation manager application (BibTeX, EndNote, Mendeley, Zotero, etc) is recommended to prepare the manuscript.

28. Manuscript must include at least one reference article from a previous JRI issue.

29. Example of Vancouver citing style:

   a. Journal articles

      Standard articles


      More than six authors

Organization as author


No author


Articles written other in English and Bahasa Indonesia


Issue with supplement


Volume with supplement


Volume with part


Issue with part


Issue with no volume


No issue and volume


Page number written in Roman numerals


b. Books and monographs

Personal author(s)


Editor/compiler as author

Organization as author

Chapter in an edited book

Conference proceedings

Conference paper

c. Scientific reports and writings

Reports

Edited publication with sponsor

Dissertation

Newspaper article

Audiovisual materials

d. Electronic materials

Online serial articles
Electronic monographs

Computer archives

GRAPHIC AND TABLE PAGE
30. Graphic and Table Page must follow Reference Page. Each graphic and table must be numbered according to its order of appearance throughout the manuscript. Each graphic and table title must be typed in 10 pt and single spaced. Graphic title must be placed below respective graphic. Table title must be placed above respective table.

31. Table must not be presented as picture (.bmp, .gif, .jpg, .png, etc). Table should be prepared in portrait orientation and must not be separated between pages. Only horizontal table bars allowed; table bar must be bordering topmost and bottommost part and must be bordering table header and table content. Submission must not exceed accumulatively six graphics and tables.

MANUSCRIPT METADATA PAGE
32. Manuscript Metadata Page must follow Graphic and Table Page and must include, in this order: academic discipline and sub-disciplines, keywords (identical to one[s] in the Title Page), geo-spatial coverage, research sample characteristics and type, method or approach. Manuscript Metadata Page must be completed for ART and CAS submissions. All above must be written both in English and Bahasa Indonesia.

33. Academic discipline and sub-disciplines must be filled with general manuscript identifier related to the basic and clinical medicine sciences. For examples: pulmonology; immunology; surgery; bioinformatics. Separate identifiers with a semicolon [;].

34. Keywords must be identical to one(s) in the Title Page. Separate keywords with a semicolon [;].

35. Geo-spatial coverage must specify the study or case report location described throughout the manuscript. For examples: Java; Sumatera; Denpasar; Hiroshima; Southeast Asia. Separate locations with a semicolon [;].

36. Type, method or approach must specify the study or case report method described within the manuscript. For examples: case report; cross-sectional; quasi-experimental; cohort. Separate methods with a semicolon [;].