INSTRUCTION FOR AUTHORS

Archives of Plastic Surgery (Arch Plast Surg, APS) is the official journal of the Korean Society of Plastic and Reconstructive Surgeons, Hong Kong Society of Plastic and Reconstructive and Aesthetic Surgeons, Indonesian Association of Plastic Reconstructive and Aesthetic Surgeons, Singapore Association of Plastic Surgeons, The Society of Plastic and Reconstructive Surgeons of Thailand. Manuscripts on any aspect of plastic surgery—original clinical or laboratory research, operative procedures, comprehensive reviews—as well as selected ideas and innovations, letters, case reports, and correspondence are invited for publication. This journal will be published bimonthly.

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Authorship credit should be based on (1) substantial contributions to conception and design, acquisition of data, and analysis and interpretation of data; (2) drafting the article 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 of the work are appropriately investigated and resolved. Authors should meet these four conditions.

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**MANUSCRIPT PREPARATION**

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APS publishes editorial, review articles, original articles, case reports, ideas and innovations, continuing medical education, book reviews, letters, and communications.

1. Editorials are invited perspectives on an area of plastic surgery, dealing with very active fields of research, current surgical interests, fresh insights, and debates.
2. Review articles provide a concise review of a subject of importance to plastic surgery researchers written by an invited expert in plastic surgery.
3. Original articles are papers reporting the results of basic and clinical investigations that are sufficiently well documented to be acceptable to critical readers.
4. Case reports/ideas and innovations deal with clinical cases of surgical interest or innovation.
5. Continuing medical education describes the recent approaches and developments of plastic and reconstructive surgery for practitioners or trainees.
6. Book reviews may be published when receiving new books to be introduced to plastic and reconstructive surgeons. Authors or publishing companies are welcomed to submit their recent published books to the editorial office.
7. Letters are short original research articles on issues important to researchers.
8. Communications are interesting and instructive information for readers.

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1. The main document with the manuscript text and tables should be prepared with in an MS Word or RTF format in English.
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3. There should be no mention of the institution where the work was carried out, especially in the Abstract and Methods section. If the institution should be inserted, include it after acceptance of an article.
4. The use of acronyms and abbreviations is discouraged and should be kept to a minimum. When used, they are to be defined where first used, followed by the acronym or abbreviation in parentheses.
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6. Units of measure should be presented according to the International System (SI) of units. All units must be preceded by one space except percentage (%) and temperature (°C).
7. Descriptions of genes or related structures in a manuscript should include the names and official symbols provided by the US National Center for Biotechnology Information (NCBI) or the HUGO Gene Nomenclature Committee.
8. Statistical expression: mean and standard deviation should be described as mean ± SD, and mean and standard error as mean ± SE. P-values should be described as P < 0.05 or P = 0.003.
9. Generic and brand name of medicine: for medicine, use generic names. If a brand name should be used, insert it in parentheses after the generic name.
10. Ensure correct use of the terms sex (when reporting biological factors) and gender (identity, psychosocial or cultural factors), and, unless inappropriate, report the sex and/or gender of study participants, the sex of animals or cells, and describe the methods used to determine sex and gender. If the study was done involving an exclusive population, for example in only one sex, authors should justify why, except in obvious cases (e.g., prostate cancer). Authors should define how they determined race or ethnicity and justify their relevance.

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For specific study designs, such as randomized control studies, studies of diagnostic accuracy, meta-analyses, observational studies, and non-randomized studies, authors are encouraged to consult the reporting guidelines relevant to their specific research design. A good source of reporting guidelines is the EQUATOR Network (https://www.equator-network.org) and NLM (https://www.nlm.nih.gov/services/research_report_guide.html).

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Manuscripts will not be acceptable for publication unless they meet the following editorial requirements. Manuscripts must include (1) Title page, (2) Structured abstract and Keywords, (3) Main text (Introduction, Methods, Results, Discussion), (4) Conflict of interest, (5) References, (6) Tables, (7) Figure legends, and (8) Supplemental data. Each component should begin on a new page in the following sequence. Manuscripts on original work should contain a maximum of 10 type-written pages for the contents of the text, 15 sheets of figures, and 30 references.
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A running title (no more than 40 characters in length), manuscript title, and each author’s full name (include ORCID) and affiliation including the name of the country, should be provided. For a multicenter study, indicate each individual’s affiliation using a superscript Arabic number (1, 2, 3…). All persons designated as authors should be qualified for authorship. Each author should have participated sufficiently in the work to take public responsibility for the content. A ‘corresponding author’ for reprints should be indicated, and full contact information (including address, telephone number, fax number, and e-mail) should be provided. The contributions of all authors must be described using the CRedit (https://www.casrai.org/credit.html) Taxonomy of author roles. All persons who have made substantial contributions, but who have not met the criteria for authorship (e.g., “scientific adviser,” “data collection,” or “participation in clinical trial”), are acknowledged here. Any financial disclosure or support (grant number, institution, and location), thesis article (title and reviewers’ page), and presentation history (name of the meeting and date) at a meeting should be included if relevant.

(2) **Abstract and Keywords**
The abstract should contain the following components in the order listed: Background, Methods, Results, and Conclusions. It should not exceed 250 words. Medical Subject Headings (MeSH) authorized words should only be used for the keywords, and 3 to 5 keywords should be listed just after the abstract. The first letter of a keyword should be capitalized (e.g., Surgery, plastic / Mammaplasty / Free tissue flaps).

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**Introduction** The purpose of the investigation, including relevant background information, should be briefly described.

**Methods** The research plan, the materials (or subjects), and the methods used should be described, in that order. How the disease was confirmed and how subjectivity in observations was controlled should be explained in detail. When the experimental methodology is the main issue of the paper, the process should be described in detail so as to recreate the experiment as closely as possible. The sources of the apparatus or reagents used should be given along with the source location (name of company, city, and country). If relevant, information on the IRB/IACUC approval and informed consent should be included. Methods of statistical analysis and criteria for statistical significance should be described.

**Results** The results should be presented in logical sequence in the text, tables, and illustrations. The text should not repeat all the data in the tables or figures, but describe important points and trends.

**Discussion** Observations pertaining to the results of research and other related materials should be interpreted for your readers. New and important observations should be emphasized; the contents in the Introduction or Results should not be simply repeated. The meaning of the observed opinion, along with its limits, should be explained, and within the limits of the research results, the conclusion should be connected to the purpose of the research.

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References should be obviously related to the content of the submitted paper and should not exceed 30. References should be numbered consecutively in the order in which they are first mentioned in the text. Each reference should be cited as [1], [1, 4], or [1-3], at the end of the related sentence in the text. The abbreviated journal title should be used according to the NLM Catalog: Journals referenced in the NCBI Databases (http://www.ncbi.nlm.nih.gov/nlmcatalog/journals) and the List of KoreaMed Journal Information (https://journals.koreamed.org/). If there are three or fewer authors in a reference, then all the names of the authors should be listed. If the number of authors is greater than three, list the initial three authors, and then abbreviate the rest of the authors with ‘et al’.

Unpublished observations and personal communication should not be used as references, although references to written, not oral communication may be inserted (in parentheses) in the text. Abstracts published in a citable journal may be cited. To cite a paper accepted but not yet published, state the paper’s DOI number. References must be verified by the author(s) against the original documents. Other types of references not described below should follow Citing Medicine: The NLM style guide for authors, editors, and publishers (http://www.ncbi.nlm.nih.gov/books/NBK7256/).
Sample references are given below:

**Journal Article**

**Books**

**Website**

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Tables should be typed double-spaced on separate pages within manuscript, and they should be titled and numbered in Arabic numerals in the order of their first citation in the text. Each column should be given a short heading. Only the first letter of the first word in each row and column should be capital letters. If numerical measurements are given, the unit of measurement should be included in the column heading. The statistical significance of observed differences in the data should be indicated by the appropriate statistical analysis. All nonstandard abbreviations should be defined in footnotes. For special remarks, lower case letters in superscripts a, b, c, d, e, . . . should be used.

**[Sample] Table 1. Treatment modality**

<table>
<thead>
<tr>
<th>Variable</th>
<th>TRAM-LR group</th>
<th>MRM-LR group</th>
<th>Total</th>
<th>P-value a)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wide excision</td>
<td>4 (22.2)</td>
<td>7 (18.4)</td>
<td>11 (19.6)</td>
<td>0.73</td>
</tr>
<tr>
<td>Wide excision + RT</td>
<td>12 (6.0)</td>
<td>24 (63.2)</td>
<td>36 (64.3)</td>
<td>0.79</td>
</tr>
<tr>
<td>Wide excision + skin graft</td>
<td>1 (5.6)</td>
<td>4 (10.5)</td>
<td>5 (8.9)</td>
<td>1.0</td>
</tr>
<tr>
<td>RT</td>
<td>1 (5.6)</td>
<td>3 (7.9)</td>
<td>4 (7.2)</td>
<td>1.0</td>
</tr>
</tbody>
</table>

Values are presented as number (%).
TRAM, transverse rectus abdominis myocutaneous; LR, local recurrence; MRM, modified radical mastectomy; RT, radiotherapy.
a) Chi-square test.

(7) **Figures**
Each figure should be submitted in a separate file, at a resolution of more than 300 dpi. Lettering and identifying marks should be clear, and the type size should be consistent on each figure. Capital letters should be used for specific areas of identification in a figure. Symbols, lettering, and numbering should be distinctly recognizable so that when the figure is reduced for publication each item will still be legible. Short titles and detailed explanations belong in the figure legends, not on the illustrations themselves. Figure legends should not be included in the same file as the figure, but placed instead on a page at the end of the manuscript. The figures should be numbered in the form Fig. 1, Fig. 2, and Fig. 3. Only the first letter of the first word in the title and data should be capital letters. Related figures should be combined into one figure, with each subfigure denoted by the letters, A, B, C, and so on, following the Arabic number of the main figure (e.g., Fig. 1A, Fig. 1B, C). Do not label in the corner using capital letters on each figure. The illustrations of pathological tissue should state clearly the type of stain (e.g., H&E, × 400), and the main contents should be marked by signs or arrows on the picture. The Editorial Committee may request that hand-drawn illustrations be redrawn by a graphic designer.

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# Checklist for submission

A. Confirmation by authors

<table>
<thead>
<tr>
<th>Items</th>
<th>Check points</th>
<th>Check</th>
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<tr>
<td>Originality</td>
<td>Confirm that neither the manuscript submitted nor any part of it has been published or is being considered for publication elsewhere</td>
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<td>Research ethics</td>
<td>Confirm that your study complies with the ethical guidelines for research and publication described in Good Publication Guidelines for Medical Journals and Guidelines on Good Publication</td>
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<tr>
<td>Disclosure</td>
<td>Disclose any commercial associations with specific products or financial support from any company</td>
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<tr>
<td>Funding</td>
<td>Acknowledge any research funds, sponsorships, or grants</td>
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<tr>
<td>Thesis</td>
<td>State that your article is a thesis for a degree such a Master's or PhD degree, if applicable</td>
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<tr>
<td>Presentation</td>
<td>If your article was presented in a national or international meeting, describe this</td>
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<tr>
<td>English proofreading</td>
<td>State whether your article was revised or edited by a professional English proofreader</td>
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B. Structure of article

<table>
<thead>
<tr>
<th>Items</th>
<th>Check points</th>
<th>Check</th>
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<tbody>
<tr>
<td>Sequence</td>
<td>Title page, abstract and keywords, main text, conflicts of interest, acknowledgements, references, table legends, and figure legends</td>
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<tr>
<td>Title page</td>
<td>A manuscript title, running title, and each author's full name and affiliation should be provided</td>
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<td></td>
<td>A running title is not exceeding 40 characters in length</td>
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<td>A full contact information of corresponding author should be provided</td>
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<td>Any financial disclosures or support, thesis, and presentation history should be included</td>
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<tr>
<td>Manuscript</td>
<td>10-Point font with double line spacing on A4 sized paper with 2.5 cm margins</td>
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<td>Not exceed 10 type-written pages for original article</td>
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<td>Not exceed 800 words for letter</td>
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<td>Abstract</td>
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<td>Keywords (3-5) should be selected from heading words in MeSH</td>
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<tr>
<td>Main text</td>
<td>Include introduction, methods, results, and discussion, not include conclusion for original article</td>
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