

Guide for Authors

The Journal of Korean Academy of Nursing Administration (JKANA) is the official journal of the Korean Academy of Nursing Administration, published 5 times each year; quarterly in March, June, September, and December and a Special Issue in January. The JKANA is a peer-reviewed research journal devoted to the publication of a wide range of research that contribute to the body of nursing science and inform the practice of nursing, nursing education, administration, and history, on health issues relevant to nursing, and on the testing of research findings in practice. It is understood that manuscripts submitted the Journal will be prepared specifically and solely for the Korean Academy of Nursing Administration.

Research and publication ethics

All studies using human or animal subjects should include an explicit statement in the Methods section identifying the review and ethics committee approval for each study. Manuscripts that contain research misconduct such as falsification, fabrication, or plagiarism in reporting research results will be subject to review by the ethics committee meeting for rejection. Any potential conflicts of interest are to be disclosed. All persons listed as authors should have participated sufficiently in the work to take public responsibility for the content of the manuscript.

Qualification of authors

The first author and corresponding author must be members of the Korean Academy of Nursing Administration. If they are not members, they should apply for membership before submission. Except for overseas affiliates.

Content and publication type

All submissions in the following categories will be deemed appropriate for consideration by the editors and editorial board: original research articles, review articles, editorials and invited papers.

Manuscript Preparation

The language of the manuscript should be either Korean or English. The manuscript should be typewritten, double spaced, using a standard sized typeface and margins of at least 1 inch (2.5 cm). The length of manuscripts is limited to 20 pages including tables and references. Organization of the manuscript should be in the following order: title page, abstract and key words, text, references, tables, and figures. Abbreviations, Drug Names, References and Tables/Figures in manuscripts should be prepared according to the Citing Medicine: The NLM (National Library of Medicine) Style Guide for Authors, Editors, and Publishers (2nd ed.).

■ Title Page

On the title page include:

- 1) Title
- 2) Type of paper

- 3) All Authors: first name, middle initial, and last names of each author, position, name of department(s) and institution(s) to which the work should be attributed; ORCID number(lead(first) & corresponding author).
- 4) Corresponding author; name, name of department(s) and institution(s), address, telephone number, e-mail
- 5) Keywords
- 6) Disclosure; Conflict of interest; source of research fund or grant
- 7) IRB number, Similarity check

■ Abstract and key words

An abstract of 200 words or less for articles should be typed on a separate page. It should cover the main factual points, including statements of purpose, methods, results, and conclusion. The abstract should be accompanied by a list of three to five key words for indexing purposes; Word choice should be very specific and use MeSH key words when possible.

■ Text

Headings and subheadings should be provided in the methods and results sections, and, where appropriate, in the discussion section. The text should be clear and concise. The text of articles is usually divided into sections with the headings: Introduction, Methods, Results, Discussion, and Conclusion(s). Articles may need subheadings within some sections to clarify content. Especially, regarding participants, because the relevance of such variables as age, sex, or ethnicity is not always known at the time of study design, researchers should aim for inclusion of representative populations into all study types and at a minimum provide descriptive data for these and other relevant demographic variables. Therefore, eligibility, exclusion criteria, and the sex and/or gender of study participants are described in the selection of subjects. Ensure correct use of the terms sex (when reporting biological factors) and gender (identity, psychosocial or cultural factors), and explain the reason why the gender distribution of the subjects is focused.

■ References

References should be numbered consecutively in order of appearance in the text and be identified by Arabic numerals in square brackets [z]. The reference list should be typed in order by number, not alphabetically, according to the Citing Medicine: The NLM (National Library of Medicine) Style Guide for Authors, Editors, and Publishers (2nd ed.).

Journal articles:

- Fujimoto T, Kotani S, Suzuki R. Work-family conflict of nurses in Japan. *Journal of Clinical Nursing*. 2008;17(24):3286-3295.
<http://dx.doi.org/10.1111/j.1365-2702.2008.02643.x>
- Cronenwett L, Sherwood G, Barnsteiner J, Disch J, Johnson G, Mitchell P, et al. Quality and safety education for nurses. *Nursing Outlook*. 2007;55(3):122-131.

Books:

- Corbin J, Strauss A. Basic of qualitative research: Techniques and procedures for developing grounded theory. 3rd ed. Thousand Oaks, CA: Sage; 2008. p. 117-142.
- Gerrish K., Lacey A, editors. The research process in nursing. 6th ed. Oxford, England: Wiley-Blackwell; 2010.

Theses/dissertations:

- Choi BH. The study of the influences of social capital and structural factors on innovative performance in industrial clusters [dissertation]. Seoul: Seoul National University; 2009. p. 144-153.
- Jang WS. Analysis on organizational commitment in accordance with communication types of hospital organization [master's thesis]. Busan: Koshin University; 2004.

Research reports:

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

Electronic Media: As a minimum, the full URL should be given. Any further information, if known (author names, dates, reference to a source publication, etc.), should also be given.

- Kim JH. Long-term care hospital optimal payment is different from system according to ADL [Internet]. Seoul: Korea Healthlog. 2011 [cited 2012 March 23]. Available from: <http://doc3.koreahealthlog.com/news/newsview.php?newscode=2011121400025>.
- Korean Hospital Nurses Association. Hospital nurses staffing state survey [Internet]. Seoul: Korean Hospital Nurses Association. 2007 [cited 2009 September 17]. Available from: http://www.khna.or.kr/bbs/linkfile/2007/khna_070216.pdf.

Review process

All manuscripts will be critically reviewed by the editors, members of the editorial board, and/or peer reviewers according to their expert areas. Every manuscript received is circulated to two peer reviewers. If one of the two reviewers' recommendation is 'not recommended', the manuscript is given to a third reviewer for evaluation. If the third reviewer's recommendation is 'publish', 'minor revisions', or 'major revisions', the manuscript will be sent back to the author for revision and resubmission. If the third reviewer's recommendation is 'not recommended', the manuscript will be rejected. Reviewers' comments will be returned to authors. All contributions (including solicited articles) will be critically reviewed by the Editors, members of the Editorial Board, and/or appropriate consultant reviewers. The decision of the Editors is final. All review process will be done online.

Fee for page charge

For the screening process of the manuscript, a fee of 40,000 Korean Won in advance will be charged to the authors. If the manuscript is accepted for publication, the fees for copy editing, English correction and journal production along with charge of 50,000 Korean Won per page must be paid by the corresponding author before printing.

Copyright

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Manuscript Submission

The authors must submit their manuscripts online <http://www.kanad.or.kr/>.

All authors will be required to complete the Manuscript Checklist during the submission process to assist them in ensuring that the basic requirements of manuscript submission are met.

The corresponding author must submit a completed Statement of Copyright Transfer & Conflict of Interest to the Korean Academy of Nursing Administration editorial office with manuscripts. All authors must sign the Statement of Copyright Transfer & Conflict of Interest.

The Manuscript Checklist and the Statement of Copyright Transfer & Conflict of Interest are available for download via the Korean Academy of Nursing Administration's homepage (<http://www.kanad.or.kr/>).

Other correspondences can be sent by an e-mail to the Chief Editor, Professor.

Correspondence concerning business matters should be addressed to, jkana@kanad.or.kr.