

2025



ZJNNP

The Zambia Journal of
Neurosurgery, Neurology
& Psychiatry

Advancing Neurological Sciences in Africa

*SUBMISSION GUIDELINES, EDITORIAL POLICIES
&
OPEN ACCESS POLICY*

1. SUBMISSION GUIDELINES

1.1. Scope of the Journal

ZJNNP publishes original articles, reviews, case reports, brief communications, technical notes, editorials, commentaries, and letters to the editor in the fields of:

- Neurosurgery
- Neurology
- Psychiatry
- Neuroimaging
- Neurocritical care
- Pediatric neurosciences
- Global neurology/neurosurgery with relevance to Africa

1.2. Manuscript Categories

Type	Word Count	Abstract	References	Figures/Tables
Original Article	≤4,000	Structured (250 words)	≤40	≤6
Review Article	≤6,000	Unstructured (250 words)	≤80	≤8
Case Report	≤2,000	Unstructured (150 words)	≤15	≤4
Brief Report/Technical Note	≤1,500	Structured (150 words)	≤20	≤3
Editorial	≤1,200	None	≤10	≤2
Letter to the Editor	≤800	None	≤5	≤1

1.3. General Formatting

- Font: Times New Roman, 12pt, double-spaced
- Referencing style: **Vancouver**
- File format: MS Word (.doc or .docx)
- Figures: high-resolution JPEG or TIFF (minimum 300 DPI)
- All manuscripts must be submitted in English

Structured Abstract (for Original Articles)

Include:

- **Objectives**
- **Background**
- **Methods**
- **Results**
- **Conclusion**

Case Reports

Case reports must provide **clinically relevant insights**, especially those that highlight rare presentations, novel interventions, or unexpected outcomes in neurosurgery, neurology, or psychiatry.

- **Word count:** ≤2,000 words (excluding abstract and references)
- **Abstract:** Unstructured, ≤150 words
- **References:** ≤15
- **Figures/Tables:** Max 4
- **Authorship:** Max 7 authors

Structure

1. Introduction (include rationale and relevance)
2. Case Presentation (detailed but anonymized)
3. Discussion (link to existing literature and implications)
4. Conclusion (concise summary)
5. Patient Consent and perspective (must be explicitly stated)

Reporting Standards:

- All case reports must follow the **CARE (CAse REport) guidelines** <https://www.care-statement.org>
- Include a **completed CARE checklist** as a supplementary file during submission.

Systematic Reviews and Meta-Analyses

These articles should aim to summarize existing evidence using transparent and reproducible methods, ideally addressing questions that directly inform clinical practice or research.

- **Word count:** ≤6,000 words (excluding abstract and references)
- **Abstract:** Structured, ≤250 words
- **References:** ≤80
- **Figures/Tables:** Max 8

Structure:

1. Introduction (background and research question)
2. Methods (databases searched, inclusion/exclusion criteria, analysis methods)
3. Results (PRISMA flow diagram, study characteristics, synthesis)
4. Discussion (key findings, strengths/limitations, implications)
5. Conclusion

Reporting Standards:

- All systematic reviews/meta-analyses must follow the **PRISMA (Preferred Reporting Items for Systematic Reviews and Meta-Analyses) guidelines** <https://www.prisma-statement.org>
- **Submit a completed PRISMA checklist and PRISMA flow diagram** as supplementary materials.

1.4. Authorship Criteria

Follow the ICMJE guidelines. All listed authors must have:

- Substantial contributions to the conception or design, or data acquisition/analysis
- Drafted or revised the work critically
- Approved the final version
- Agreed to be accountable for all aspects of the work

1.5. Ethical Approval & Consent

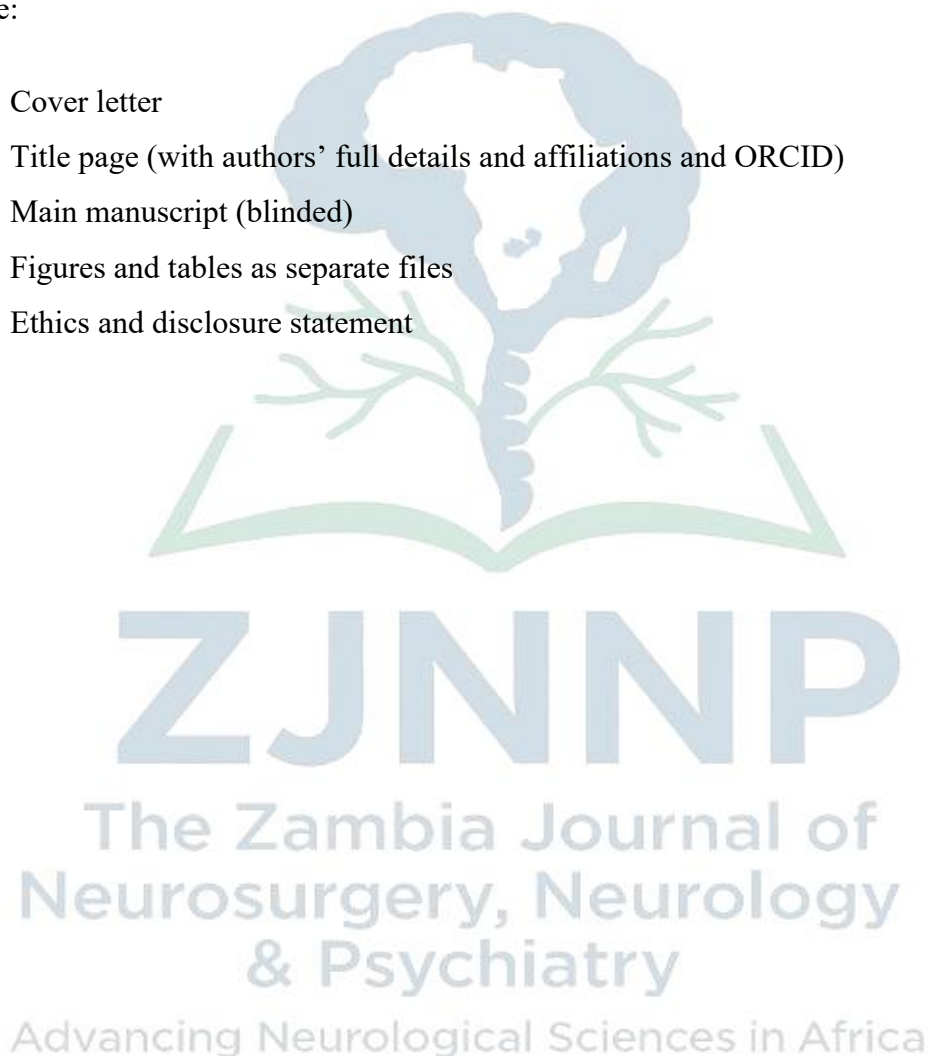
- Human/animal studies must have institutional ethics approval
- Informed consent must be obtained and mentioned for case reports or identifiable data
- Provide trial registration for clinical trials

1.6. Submission Process

Manuscripts should be submitted via submission portal ([link](#))

Include:

- Cover letter
- Title page (with authors' full details and affiliations and ORCID)
- Main manuscript (blinded)
- Figures and tables as separate files
- Ethics and disclosure statement



2. EDITORIAL POLICIES

2.1. Peer Review Process

- **Double-blind peer review**
- At least **two independent reviewers** per manuscript
- Editorial decisions made by subject-specific editors and approved by the Editor-in-Chief
- Average turnaround time: 4–6 weeks
- Revisions should be submitted within 21 days unless otherwise agreed

2.2. Plagiarism and Misconduct

- All submissions undergo plagiarism screening using reliable software
- The journal adheres to **COPE** guidelines for ethical publishing
- Any cases of fabrication, falsification, or redundant publication will be investigated and may lead to rejection or retraction

2.3. Conflict of Interest

Authors, reviewers, and editors must declare any potential conflicts of interest

Financial and non-financial disclosures must be made transparent in the manuscript

2.4. Data Availability

Authors are encouraged to provide data availability statements

Datasets can be hosted in open repositories or provided upon request

2.5. Corrections, Retractions, and Editorial Expressions of Concern

In line with COPE standards, the journal will issue corrections or retractions where appropriate. Editorial expressions of concern will be issued in cases of inconclusive investigation.

3. OPEN ACCESS (OA) POLICY



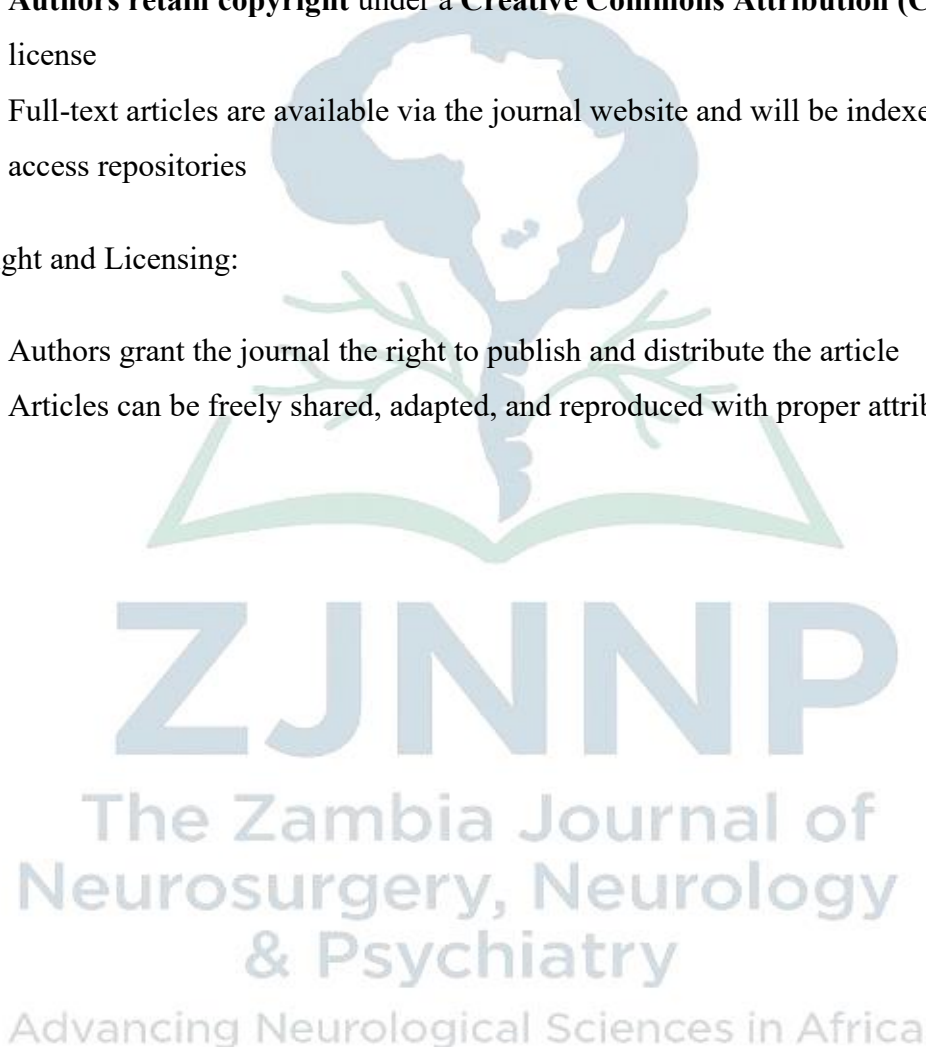
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AUTHOR REGISTRATION REQUIREMENTS FOR ZJNNP

1. Personal Information

Full Name (as it should appear in publications)

Title (e.g., Dr., Prof., Mr., Ms.)

Gender

Date of Birth

2. Contact Details

Primary Email Address (used for all correspondence)

Alternative Email (optional)

Phone Number (optional, for urgent editorial contact)

3. Institutional Affiliation

Current Position/Title (e.g., Consultant Neurosurgeon, Assistant Professor)

Institution/Organization

Department

Country

Institutional Address

4. Academic and Professional Information

Degrees/Qualifications (e.g., MBChB, MMed, PhD, Bsc)

ORCID iD (required)

Scopus Author ID (optional)

ResearchGate/Google Scholar Profile (optional but helpful)

Areas of Expertise

6. Compliance Acknowledgement

Conflict of Interest Statement (agree to disclose for all submissions)

Data and Ethical Compliance (agree to uphold research and publishing ethics)

Acknowledgement of Journal Policies (open access, editorial, copyright)