Annals of Geriatric Medicine and Research (Ann Geriatr Med Res, AGMR) is the official journal of the Korean Geriatrics Society (http://www.geriatrics.or.kr/eng/) and the Korean Society for Gerontology (http://www.korea-biogerontology.co.kr). It is a peer-reviewed English journal that aims to introduce new knowledge related to geriatric medicine and to provide a forum for the analysis of gerontology, broadly defined. As a leading journal of geriatrics and gerontology in Korea, one of the fastest aging countries, AGMR offers future perspectives on clinical and biological science and issues on policymaking for older adults especially for Asian emerging countries.

Manuscripts on geriatrics and gerontology, including clinical research, aging-related basic research, and policy research related to senior health and welfare will be considered for publication. Researchers from a wide range of geriatric specialties, multidisciplinary areas, and related disciplines of gerontology are encouraged to submit manuscripts for publication. AGMR is published quarterly on the last days of March, June, September, and December. The official website of AGMR is https://www.e-agmr.org/.

Manuscripts submitted to AGMR should be prepared according to the instructions below. For issues not addressed in these instructions, the author should refer to the Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals (http://www.icmje.org/icmje-recommendations.pdf) from the International Committee of Medical Journal Editors (ICMJE).

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system will lead you through the submission process in a stepwise orderly process. Submission instructions are available at the website. All articles submitted to the journal must comply with these instructions. Failure to do so will result in the return of the manuscript and possible delay in publication.

**Peer-Review Process**

- A submitted manuscript will be evaluated by editors and reviewers. All manuscripts submitted to AGMR undergo screening by the Editorial Board, who then determines whether a manuscript undergoes external review.
- The journal uses a double-blind peer review process: the reviewers are not aware of the identity of the authors, and vice versa. They are peer reviewed by at least 3 anonymous reviewers selected by the editor. We neither guarantee the acceptance without reviewing process nor very short peer review times for unsolicited manuscripts. Commissioned manuscripts will also be reviewed before publication.
- The average time interval for an initial review process that involves both editorial and peer reviews is approximately 1 month; occasionally, there are unavoidable delays, usually because a manuscript needs multiple reviews or several revisions.
- The corresponding author will be notified as soon as possible of the editor’s decision to accept, reject, or ask for revisions. When manuscripts are returned for a revision, a cover letter from the editor provides directions that should be followed carefully. When submitting the revised manuscript, authors should include a Response Letter, which describes how the manuscript has been revised. A point-by-point response to the editor should be included with the revised manuscript. Authors who plan to resubmit but cannot meet this deadline should contact the Editorial Office. Manuscripts held for revision will be retained for a maximum of 90 days. The revised manuscript and the author’s comments will be reviewed again. If a manuscript is completely acceptable according to the criteria set forth in these instructions, it is scheduled for publication in the next available issue.

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Any appeal against an editorial decision must be made within 2 weeks of the date of the decision letter. Authors who wish to appeal a decision should contact the Editor-in-Chief, explaining in detail the reasons for the appeal. All appeals will be discussed with at least one other associate editor. If consensus cannot be reached thereby, an appeal will be discussed at a full editorial meeting. The process of handling complaints and appeals follows the guidelines of COPE available from https://publicationethics.org/appeals. AGMR does not consider second appeals.

**MANUSCRIPT PREPARATION**

AGMR focuses on clinical and experimental studies, reviews, case reports, editorial, and letters in geriatric medicine. Any researcher throughout the world can submit a manuscript if the scope of the manuscript is appropriate.

**General Requirements**

- The manuscript must be written using Microsoft Word and saved as “.doc” or “.docx” file format. The font size must be 11 points. The body text must be left aligned, double spaced, and presented in one column. The left, right, and bottom margins must be 3 cm, but the top margin must be 3.5 cm.
- Page numbers must be indicated in Arabic numerals in the middle of the bottom margin, starting from the abstract page.
- A complete title page should be submitted separately from the main document file, and the latter should contain no information that identifies the author or the author’s institutional affiliation.
- All manuscripts must be written in clearly understandable English. Authors whose first language is not English are requested to have their manuscripts checked for grammatical and linguistic correctness before submission. Correct medical terminology should be used, and jargon should be avoided.
- The use of abbreviations should be minimized and restricted to those that are generally recognized. When using an abbreviated word, it should be spelled out in full on first usage in the manuscript, followed by the abbreviation in parentheses.
- Numbers should be written in Arabic numerals, but must be spelled out when placed at the beginning of a sentence.
- Drugs and chemicals should be referred to using standard chemical or generic terms. The names and locations (city, state, and country only) of manufacturers of equipment and non-generic drugs should be given.
- Measurements should be described using the metric system, and hematologic and biochemical markers using the International System of Units. All units must be preceded by one space, except for the following symbols: percentage (%), temperature (°C), and degree (°).

All authors of a manuscript must have agreed to its submission and are responsible for its content, including appropriate citations and acknowledgements; they must also have agreed that the corresponding author has the authority to act on their behalf on all matters pertaining to the publication of the paper. By publishing in this journal, the authors agree that the Korean Geriatrics Society
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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).

**Composition of Manuscripts**

The manuscript sections should be presented in the following order: Cover Letter, Title Page, Abstract and Keywords, Introduction, Materials and Methods, Results, Discussion, Acknowledgments, References, Tables, and Figure Legends. Provide only one table or figure per page. Table 1 shows the recommended maximums of manuscripts according to publication type; however, these requirements are negotiable with the editor.

**Table 1.** Recommended maximums for articles submitted to AGMR

<table>
<thead>
<tr>
<th>Type of article</th>
<th>Abstract (word)</th>
<th>Text (word)</th>
<th>Reference</th>
<th>Table &amp; figure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original article</td>
<td>Structured(^a), 250</td>
<td>3,500</td>
<td>30</td>
<td>7</td>
</tr>
<tr>
<td>Review</td>
<td>150</td>
<td>6,000</td>
<td>100</td>
<td>7</td>
</tr>
<tr>
<td>Case report</td>
<td>150</td>
<td>1,500</td>
<td>20</td>
<td>7</td>
</tr>
<tr>
<td>Editorial</td>
<td>No</td>
<td>1,200</td>
<td>15</td>
<td>7</td>
</tr>
<tr>
<td>Letter to the editor</td>
<td>No</td>
<td>1,200</td>
<td>15</td>
<td>1</td>
</tr>
</tbody>
</table>

AGMR, Annals of Geriatric Medicine and Research; NL, no limited.

\(^a\)Maximum number of words is exclusive of the abstract, references, tables, and figure legends.

\(^b\)Background, methods, results, and conclusion.

**Title Page**

The Title Page should include only the following information:

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- **Author names and affiliations in the correct order:** Where the family name may be ambiguous (e.g., a double name), please indicate this clearly. Present the authors’ affiliation (where the actual work was done) below the names. Indicate all institutional affiliations, including the city and country, using lower-case superscript letters immediately after the author’s name and in front of the appropriate address.

- **Corresponding author:** Clearly indicate who will handle correspondence at all stages of the refereeing and publication process and after publication. Provide the full postal address, including the city and country and, if available, the e-mail address of each author. When stating the author's degree, do not place periods within "MD" and "PhD". The e-mail address and ORCID of the corresponding author should be placed in the title page. Contact details must be kept up-to-date by the corresponding author. ORCID (Open Researcher and Contributor ID) identifier must be also addressed. If the corresponding author does not have an ORCID identifier, it can be obtained through the ORCID website (https://orcid.org).

- **Acknowledgments:** This section is for the Conflicts of Interest, Funding, Author Contributions, ORCID, Additional Contributions, and Previous Presentations.

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  Sample:

  Conceptualization, GDH; Data curation, JHK; Funding acquisition, GDH; Investigation, JHK, SSL; Methodology, AGK; Project administration, GDH; Supervision, GDH; Writing–original draft, JHK, SSL; Writing–review & editing, GDH, AGK

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- **Additional Contributions:** All persons who have made substantial contributions, but who have not met the criteria for authorship, are acknowledged here.

- **Previous Presentation:** Please inform any previous presentation of the material. Provide the exact data and location of the meeting.
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A concise and factual abstract is required. The abstract should not be more than 250 words (150 words for case reports and reviews). Abstracts should include the following headings: Background, Methods, Results, and Conclusion. Author(s) should specify the number of study participants. The abstract’s conclusion should emphasize clinical relevance. Do not use vague phrases such as “We believe that…” or “We suppose that…” Non-standard or uncommon abbreviations should be avoided, but if essential, must be defined the first time they are mentioned in the abstract. After the abstract, list 3-5 keywords to be used for indexing. The keywords are from medical subject headings (MeSH; https://www.ncbi.nlm.nih.gov/mesh). Editorials and Letters to the editor do not require an abstract. An abstract is often presented separately from the article, and therefore must be able to stand alone.

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• Results: Results should be clear and concise. Excessive repetition of table or figure content should be avoided.
• Discussion: This should explore the significance of the findings, rather than repeating them. Avoid extensive citations or a discussion of published literature. The main conclusions of the study may be presented in a short Conclusion section, which may stand alone or form a subsection of the Discussion section.

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The citation of references in the text should be made using consecutive numbers in parentheses (Vancouver style). They should be listed in the text in the order of citation, with consecutive numbering in this separate section. The style for papers in periodicals is as follows: the name and initials of all authors, the full title of article, the journal name abbreviated in accordance with Index Medicus, the year and volume, and the first and last page numbers. If there are more than 7 authors, write the names of the first 6 authors, followed by “et al.” The style for a book chapter is as follows: author and title of the chapter, editor of the book, title of the book, edition, volume, place, publisher, year, and first and last page numbers. The style for a book is as follows: author, title of the book, edition, place of publication, publisher, and year of publication. The style for a website is as follows: title of the website, the book, edition, volume, place, publisher, and year of publication. The style for a journal article, the journal name abbreviated in accordance with Index Medicus, the year and volume, and the first and last page numbers. The style for a book chapter is as follows: author and title of the chapter, editor of the book, title of the book, edition, volume, place, publisher, year, and first and last page numbers.

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- Journal article:
- Book:
- Book chapter:
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Tables should be submitted separately from the main body of the paper, and figure legends should be typed on separate sheets.

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General guidelines are same as for original articles.

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- Case Reports

- Case reports are considered for publication only if they report rare conditions, atypical symptoms and signs, or novel diagnostic or therapeutic approaches. The manuscript is structured in the following order: Title Page, Abstract, Introduction, Case Report, Discussion, References, Tables, and Figures. The abstract should be unstructured and should be no more than 150 words, with no more than 3 keywords attached. The introduction should briefly state the background and significance of the case. The actual case report should describe the clinical presentation and the diagnostic and therapeutic measures taken. The discussion should focus on the uniqueness of the case and should not contain an extensive review of the disease or disorder. The number of references is limited to 20. The maximum word count is 1,500 words, except references, figure legends, and tables.

- A case report is an academic/educational activity that does not meet the definition of “research”, which is: “a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge.” Therefore, the activity does not necessarily need to be reviewed by an Institutional Review Board. However, patients have a right to privacy that should not be infringed without an informed consent. Identifying information, including patients’ names, initials, or hospital numbers, should
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- Letters to the editor: Letters to the editor comment on papers published in this journal or on other relevant matters and do not require an abstract. Manuscripts may be no longer than 1,200 words, with 15 or less references and may include only 1 figure or table. Subtitles should not be used, and any acknowledgements should be included in the body of the letter. Writing a letter is an academic/educational activity that does not meet the definition of “research”, which is: “a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge.” Therefore, the activity does not necessarily need to be reviewed by an Institutional Review Board.

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Additional data, including Methods, Results, References, Tables, Figures, and video, that are difficult to be inserted in the main body can be submitted in the form of Supplemental Data. Supplemental Data submitted by the author will be published online together with the main body without going through a separate editing procedure. All supplemental data, except video materials, are to be submitted in a single file, and the manuscript title, authors’ name, organization, and corresponding author’s contact information must be specified in the first page.

FINAL PREPARATION FOR PUBLICATION

Final Version
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