Instructions for proposed articles to **Human Systems Management** journal

The template should follow the indications find at: <https://www.iospress.nl/journal/human-systems-management/> **(Manuscript submission & Authors instructions)**

* EXTRAS -

By submitting my article to this journal, I agree to the IOS Press License to Publish: <https://www.iospress.nl/service/authors/author-copyright-agreement/> and the IOS Press Privacy Policy: <https://www.iospress.nl/privacy-policy/>.

Authors are requested to submit their manuscript electronically to the journal’s [Editorial Management System](https://mstracker.com/submit1.php?jc=hsm).
Note that the manuscript should be uploaded as one file with tables and figures included. This file can be a Word document, a PDF, or a zip file.

**PREPARATION OF MANUSCRIPTS**

**Organization of the paper and style of presentation**
Manuscripts must be written in English. Authors whose native language is not English are advised to seek the advice of a native English speaker, before submitting their manuscripts.

[Peerwith](https://www.peerwith.com/iospress) offers a language and copyediting service to all scientists who want to publish their manuscript in scientific peer-reviewed periodicals and books.

Manuscripts should be prepared with wide margins and double spacing throughout, including the abstract, footnotes and references. Every page of the manuscript, including the title page, references, tables, etc., should be numbered. However, in the text no reference should be made to page numbers; if necessary, one may refer to sections. Try to avoid the excessive use of italics and bold face.

Manuscripts should be organized in the following order:

* Title page
* Body of text (divided by subheadings)
* Acknowledgements
* References
* Tables
* Figure captions
* Figures

Headings and subheadings should be numbered and typed on a separate line, without indentation.

SI units should be used, i.e., the units based on the metre, kilogramme, second, etc.

**Title page**
The title page should provide the following information:

* Title (should be clear, descriptive and not too long)
* Name(s) of author(s); please indicate who is the corresponding author
* Full affiliation(s)
* Present address of author(s), if different from affiliation
* Complete address of corresponding author, including tel. no., fax no. and e-mail address
* Abstract; should be clear, descriptive, self-explanatory and not longer than 200 words, it should also be suitable for publication in abstracting services
* Keywords
* Bionote - maximum 100 words
* Passport-type photograph (good quality)

**Abstract**
The abstract should be clear, descriptive, self-explanatory and not longer than 200 words, it should also be suitable for publication in abstracting services. The abstract for research papers should follow the "structured abstract" format. Section labels should be in bold uppercase letters followed by a colon, and each section will begin on a new line.

BACKGROUND:
OBJECTIVE:
METHODS:
RESULTS:
CONCLUSIONS:

**Tables**
Number as Table 1, Table 2 etc, and refer to all of them in the text.

Each table should be provided on a separate page of the manuscript. Tables should not be included in the text.

Each table should have a brief and self-explanatory title.

Column headings should be brief, but sufficiently explanatory. Standard abbreviations of units of measurement should be added between parentheses.

Vertical lines should not be used to separate columns. Leave some extra space between the columns instead.

Any explanations essential to the understanding of the table should be given in footnotes at the bottom of the table.

**REFERENCES**

- Place citations as numbers in square brackets in the text. All publications cited in the text should be presented in a list of references following the text of the manuscript. Only articles published or accepted for publication should be listed in the reference list. Submitted articles can be listed in the text as (author(s), unpublished data).
- All authors should be listed in the reference list.
- References must be listed in Vancouver style:

[1] Rose ME, Huerbin MB, Melick J, Marion DW, Palmer AM, Schiding JK, Kochanek PM, Graham SH. Regulation of interstitial excitatory amino acid concentrations after cortical contusion injury. Brain Res. 2002; 935(12): 406-416.
[2] Murray PR, Rosenthal KS, Kobayashi GS, Pfaller MA. Medical microbiology. 4th ed. St. Louis: Mosby; 2002.
[3] Berkow R, Fletcher AJ, editors. The Merck manual of diagnosis and therapy. 16th ed. Rahway (NJ): Merck Research Laboratories; 1992.
[4] Meltzer PS, Kallioniemi A, Trent JM. Chromosome alterations in human solid tumors. In: Vogelstein B, Kinzler KW, editors. The genetic basis of human cancer. New York: McGrawHill; 2002. p. 93113.
[5] Canadian Cancer Society [homepage on the Internet]. Toronto: The Society; 2006 [updated 2006 May 12; cited 2006 Oct 17]. Available from: http://www.cancer.ca/.

**Footnotes**
Footnotes should only be used if absolutely essential. In most cases it is possible to incorporate the information in the text.

* If used, they should be numbered in the text, indicated by superscript numbers and kept as short as possible.

**Figures**

Number figures as Fig. 1, Fig. 2, etc and refer to all of them in the text.

Each figure should be provided on a separate sheet. Figures should not be included in the text.

Colour figures can be included, provided the cost of their reproduction is paid for by the author.

For the file formats of the figures please take the following into account:

* + Line art should be having a minimum resolution of 600 dpi, save as EPS or TIFF
	+ Grayscales (incl photos) should have a minimum resolution of 300 dpi (no lettering), or 500 dpi (when there is lettering); save as tiff
	+ Do not save figures as JPEG, this format may lose information in the process
	+ Do not use figures taken from the Internet, the resolution will be too low for printing
	+ Do not use colour in your figures if they are to be printed in black & white, as this will reduce the print quality (note that in software often the default is colour, you should change the settings)
	+ For figures that should be printed in colour, please send a CMYK encoded EPS or TIFF

Figures should be designed with the format of the page of the journal in mind. They should be of such a size as to allow a reduction of 50%.

On maps and other figures where a scale is needed, use bar scales rather than numerical ones, i.e., do not use scales of the type 1:10,000. This avoids problems if the figures need to be reduced.

Each figure should have a self-explanatory caption. The captions to all figures should be typed on a separate sheet of the manuscript.

Photographs are only acceptable if they have good contrast and intensity.