

# JOURNAL OF FEDERAL MEDICAL COLLEGE

## Copyright Letter

Date: \_\_\_\_\_ 2024

To: Editor JFMC  
JFMC, FEDERAL MEDICAL COLLEGE  
HANNA ROAD , ISLAMABAD.  
Email: journal@jfmcisd.edupk

Dear Editor,

**Re: Copyright and Publishing Agreement - JOURNAL OF FEDERAL MEDICAL COLLEGE**

**TITLE OF WORK:** \_\_\_\_\_

I am the Principal / Corresponding Author of the Work, and my contact details are found in the signature block below. In order to submit the Work for publication with JFMC, I understand that:

- It is necessary to complete and submit this Copyright Letter.
- This Copyright Letter, along with the *Journal Publication Terms & Conditions*, together comprise the copyright assignment and publishing agreement between myself and JFMC relating to the Work.
- While primarily contemplating publication in JFMC, this documentation also allows me pay an associated fee to have the Work published on an open access basis.

I have signed and dated this Copyright Letter and the *Journal Publication Terms & Conditions*.

Yours faithfully

**Name:** \_\_\_\_\_

*Principal / Corresponding Author of the Work ("Assignor")*

**Affiliation:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Mobile:** \_\_\_\_\_

**Official Email:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Signature by corresponding Author:** \_\_\_\_\_

*(Digital signature is not acceptable)*

Authors are advised to suggest **1\* National & 1\* International Reviewer** in given format

	<b>National Reviewer</b>	<b>International Reviewer</b>
Name		
Designation		
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## AUTHOR'S CERTIFICATE

(All authors must sign. Please specify one author for correspondence)

**Title of Article:** \_\_\_\_\_  
\_\_\_\_\_

Dear Sir/Madam,

1. I/We agree to its peer review.
2. **I/We declare that the Authorship Certificate includes the name/s of supervisor/s.**
3. Editorial changes may be made as necessary in editor's discretion.
4. I/We certify that it is a new manuscript. Subject matter of this paper has not been published, wholly or in part, nor has it been and neither will be submitted for publication elsewhere while it is under consideration of JFMC.
5. I/We hereby transfer the ownership and copyright of this article to JFMC.
6. I/We shall abide by the policy and regulations of JFMC.
7. I/We shall intimate change of address promptly.
8. I/We declare that I/We have no conflict of interest. (If there is any conflict of interest, please mention in the manuscript)
9. I/We state below in the table that all the authors have made a substantial, (direct, intellectual) contribution to the ICMJE Guidelines. Also state in the table the exact nature of contribution. (*Sample Author Contributions are given below the table*)
10. I/We agree have not use artificial intelligence (AI)-assisted technologies (such as Large Language Models [LLMs], chatbots, or image creators) in the production of submitted work.

**11. I/ We agree 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**

<b>S. No.</b>	<b>Author Name with Designation</b>	<b>Qualification</b>	<b>Contribution</b>	<b>Department / Institution's Names</b>	<b>Landline/ Mobile No.</b>	<b>Signature with D/M/Y</b>
1 <sup>st</sup>						
2 <sup>nd</sup>						
3 <sup>rd</sup>						
4 <sup>th</sup>						

***Note:** Once this certificate is submitted, no change in authorship will be accepted.*

**Anx 'A'**

**CERTIFICATE**

1. I understand that the Reviewers are not paid for reviewing my article and they are doing this service as an honorary duty, more over the reviewers will complete the review of the article by taking out time out of their busy schedules. It is also known to me that there are other articles that have been already accepted and are in line for publication.
2. For the above reasons, I will not pressurize the Editorial Board members of JFMC to expedite my article review process to gain the letter of acceptance.
3. However, I shall continue to keep a track of my article to find out if there are any problems in my article or otherwise with regards to reviewing / publications / statistics that need by attention.
5. I shall keep the JFMC Pub Cell informed and updated whenever my Official email/postal address/ unit/departmental address or mobile numbers are changed.
6. If I do not intend to publish in JFMC. I shall immediately inform the Editorial Board members of my intention through phone call/e-mail and post a letter to JFMC Publication Cell, documenting that I do not intend to publish my article in JFMC.

**Address for Correspondence's Author:** \_\_\_\_\_

Mobile No. \_\_\_\_\_ Telephone No. \_\_\_\_\_

Official Email: \_\_\_\_\_ Signature \_\_\_\_\_

## **AUTHOR'S CHECKLIST**

To be filled and submitted by the Corresponding Author at the time of article submission

<b>S. No.</b>	<b>Nomenclature</b>	<b>Yes/No</b>
1.	Abstract Word Count mentioned (Count _____ <u>250</u> _____)	
2.	Article Word Count Mentioned (Count _____) Excluding references	
3.	Submission of the article to any other journal (Yes, No)	
4.	Short Running Title _____	
5.	Institution Review Board/Ethical Review Committee Certificate attached [setting(s) (where study has been conducted)]	
6.	Author's certificate with detailed contribution, signatures, official emails, affiliations and cell numbers of all the authors is attached (Authors names in order as agreed by the authors)	
7.	Conflict of interest must be mentioned in the article	
8.	Acknowledgement (if any) mentioned in the article	
9.	Disclosure (if any) mentioned Presentation of the article in any conference, seminar, symposium before submission to JFMC	
10.	Funding source (Must be mentioned)	
11.	Abstract according to Author's Guidelines	
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13.	Total no. of figures and tables _____	
14.	References in Vancouver style	
	(References mentioned as 1, 2, 3 and so on as they appear in the text and as superscript not by full names of authors. At the end of the manuscript the references should also be numbered accordingly. DOI number of those references where it is available)	
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Signatures by the Corresponding Author:- \_\_\_\_\_

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