Starting April 1, 2013, all manuscripts submitted to the JJO must be accompanied by the following:

1. Conflicts of Interests (COI) form
2. Authorship form

All manuscripts, regardless of their classification (Clinical Investigation, Laboratory Investigation, Invited Review, Readers’ Comments) need to be submitted with the above forms.

**Submitting the COI statement**

The JJO uses the COI form of the International Committee of Medical Journal Editors (ICMJE). Please download the form from the ICMJE home page at [http://www.icmje.org/coi_instructions.html](http://www.icmje.org/coi_instructions.html). The site has instructions as well as examples for filling the form. The corresponding author must collect all the forms and upload them together with the manuscript.

**Submitting the Authorship form**

From February 1, 2013, the JJO Authorship form may be downloaded at [http://www.springer.com/10384](http://www.springer.com/10384).

Each of the listed authors must fill out the form by clicking on at least one item in each category.

Category 1: Conception & Design (Check at least one)
- Conception and Design
- Acquisition of data
- Analysis and interpretation of data
- Other (specify): __________________________

Category 2: Drafting the article and revising it (Check at least one)
( ) Drafting the manuscript
( ) Critical revision for intellectual content
( ) Other (specify): ____________________________

Category 3: Administrative contribution (Check at least one)
( ) Obtaining funding
( ) Administrative, technical or material support
( ) Supervision
( ) Other (specify): ____________________________

All the information on the COI form will be made public at the time of submission, excepting information that the editors may deem irrelevant to the submitted work. The information on the Authorship form will remain confidential.

As with the Transfer of Copyright Agreement, failure to submit any of the above documents will prevent the submission from being processed further.

Any questions or inquiries should be addressed to the editors at: jjo@po.nichigan.or.jp
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