



# SCIENTIFIC WRITING GUIDE FOR BOOKS

to be Prepared within the Scope of Türkiye Klinikleri

- 01** Although there is no page limitation for the books to be uploaded to the Turkish Clinics National/International Special Book Studies, in order for the book to be considered as a scientific book, it must consist of at least 150 pages (average 15 chapters).  
The text should be prepared on an **A4 size** page using the **Microsoft Word** program on a Microsoft Office-compatible computer, in "**Times New Roman**" font, **size 10**, and **single line spacing**. The maximum word count for the entire chapter should be **4500 words (excluding references, tables, figures)**.
- 02** Authors can author more than 1 chapter. Undergraduate students are not accepted as chapter authors.
- 03** Editors can write **a maximum of 1 chapter** (co-authored or individual), excluding preface.
- 04** The responsibility for the English language editing and correction of writing/spelling errors of the book lies with the author/editor.

## PLAGIARISM (IMPORTANT FOR ETHICAL VIOLATIONS):

Additionally, **plagiarism is the responsibility of the author/editor**. Improper use of sources is considered a scientific ethics violation and can have serious consequences in the publication process.

If a direct quotation is taken from another researcher's work, the source must be properly cited. References should be formatted according to the specified guidelines (AMA) and numbered within the text. If used in tables or visuals, numbering should also be applied, or permission for use should be provided as a footnote.

To ensure compliance with academic ethical standards, we recommend using plagiarism detection programs such as Turnitin and iThenticate. However, it should be noted that these systems only assess textual similarities; academic evaluation is essential for detecting scientific plagiarism.

Authors should not reuse their previously published work without proper citation. When using the same data, findings, or statements, appropriate references to the original studies must be provided.

## IMPORTANT CRITERIAS:

- The alignment of the editor-author and publication records should be consistent with the stated purpose and scope of the book.
- Details of the editor-author context (contact information) should be provided.
- The preface should include an extensive explanation of the purpose-scope declaration, with maximum alignment between the purpose-scope and book content. Additionally, in the preface, a discussion should also accompany the editors' and authors' purposes, the arguments put forward, or the research developed, as well as how these goals were achieved.
- The book should primarily contain original scientific materials. The academic level of the reported research should be suitable for a postgraduate, post-doctoral, and/or professional research target audience. Additionally, the content of the book must be original (a maximum plagiarism rate of 20% is recommended). The plagiarism report must be submitted to the publisher along with the related chapter.

- 05** Once chapters are prepared, they should be sent to the WoS/Book Service by clicking the "Online Article Submission" link at [www.turkiyeklinikleri.com](http://www.turkiyeklinikleri.com) (<https://turkishclinics.com/Log/anaEkran.faces?d=tr>)



## IMPORTANT FOR BOOK PREPARATION AND PROCESS:

**Scientific book author:** A scientific book author is someone who conducts research on a specific scientific topic, systematically presents the subject, and ensures the coherence of the work. They compile and analyze the most up-to-date sources relevant to their chapter, structure the content, and aim to present the most accurate and concise information to the reader in a clear and accessible manner.

**Section editor:** A section editor is one of the supporting editors responsible for specific sections of the book. They define the scope of the relevant sections, coordinate with authors to ensure content development, and oversee scientific accuracy and consistency in presentation using the most up-to-date sources. They also coordinate necessary revisions and mentor the process to ensure the section is ready for publication.

**Assistant editor:** An assistant editor supports the chief editor in the preparation of the book and takes on responsibilities at various stages of the editorial process. They serve as a second pair of eyes for the scientific editing, accuracy, and language review of the initially revised content provided by section editors. Working in coordination with section editors and authors, they help ensure the quality and coherence of the publication.

**Chief editor:** The chief editor is responsible for the overall management of the book. They oversee the scientific and academic quality of the publication, define its scope, select and coordinate the team of authors and editors, manage the peer review process, finalize the content, and ensure the book is ready for publication. As the primary decision-maker, the chief editor guarantees the integrity and compliance of the work with publishing standards.

## HOW TO PREPARE A CHAPTER?

**a) Chapter Cover Page:** The academic title, institution, field of expertise, mobile phone number, email address, and ORCID numbers of all authors contributing to the chapter must be provided.

**b) Extended Abstract:** Should be between 300-400 words and must be provided separately in both Turkish and English.

**c) Keywords:** Should be between 5-8 words and provided in both Turkish and English. Turkish keywords should be given in accordance with "Turkish Science Terms" ([www.bilimterimleri.com](http://www.bilimterimleri.com)), and English keywords should be given in accordance with "Medical Subject Headings" ([www.nlm.nih.gov/mesh/MBrowser.html](http://www.nlm.nih.gov/mesh/MBrowser.html)).

**d) Figures, Images, Tables, and Graphs:** Up to 5 tables and up to 5 pictures/figures can be used (For visually intensive branches like dermatology, ophthalmology, and radiology, etc. additional details will be discussed).

These contents should be integrated into the Word document in order of mention and referenced at the end of the corresponding sentence. Abbreviations should be explained under the figures, tables, and graphs, with captions and titles added. Tables **should not** be added as images.

If previously published figures, pictures, tables, and graphics are used; written permission should be obtained, and this permission should be indicated as a note in the figure, picture, table, and graphic description.

If images/photos are to be included in the chapter; original images must be used, or permission must be obtained for the visual used. Images/photos should be added to the system as .jpg or .png files (approximately 900x600 pixels, 8 cm wide, and 300 dpi resolution).

**e) Abbreviations Used in the Text:** Abbreviations should be given in parentheses when first mentioned and used consistently throughout the text. For internationally used abbreviations, refer to "Scientific Writing Rules" (*Scientific Style and Format: The CBE Manual for Authors, Editors, and Publishers, 6th ed. New York: Cambridge University Press, 1994*).

**f) References:** The content is expected to adequately cover references relevant to the topic. Books without citations are not considered scientific and are not evaluated.

There is no limitation on the number of references; however, an average of 50 references is appropriate. References should be listed in the order they appear in the text and indicated as "Superscript" immediately after punctuation marks at the end of sentences.

If the article cited as a reference has 6 or fewer authors, all authors should be specified; if it has 7 or more authors, the first 6 names should be written, followed by "et al." in English articles. The format used for references should comply with "Index Medicus" ([www.icmje.org](http://www.icmje.org)).

Conference proceedings, personal experiences, unpublished theses cannot be cited as references but can be mentioned in the chapter.



### Examples of reference writing:

(Please pay attention to punctuation marks and add the URL address at the end of the source.)

(The specified source should follow the most appropriate format according to the writing rules, BUT the citation style should be AMA.)

### Articles

#### Standard journal article:

Uslu Yuvacı H, Yazar H, Köse E, Çoban BN, Aslan MM, Yazıcı E, et al. Evaluation of the relationship between the level of vitamin D in maternal blood and breast milk and postpartum depression. J Clin Obstet Gynecol. 2020;30(2):58-64.

<https://www.jcog.com.tr/article/en-evaluation-of-the-relationship-between-the-level-of-vitamin-d-in-maternal-blood-and-breast-milk-and-postpartum-depression-88609.html>

#### Electronic journal article:

Gage BF, Fihn SD, White RH. Management and dosing of warfarin therapy. Am J Med. 2000;109(6):481-8. PMID: 11042238. doi: 10.1016/s0002-9343(00)00545-3.

#### Article published online before print:

Doğan GM, Sığırcı A, Akyay A, Uğuralp S, Güvenç MN. A Rare Malignancy in an Adolescent: Desmoplastic Small Round Cell Tumor. Türkiye Klinikleri J Case Rep. 10.5336/caserep.2020-77722. Published online: 31 December 2020. doi: 10.5336/caserep.2020-77722.

#### Journal supplement:

Lagios MD. Evaluation of surrogate endpoint biomarkers for ductal carcinoma in situ. J Cell Biochem. 1994;19(-Suppl):186-8. PMID: 7823590.

#### Section of a journal issue:

Newman KM, Jean-Claude J, Li H, Ramey WG, Tilson MD. Cytokines that activate proteolysis are increased in abdominal aortic aneurysms. Circulation. 1994;90(5 Pt 2):II224-7. PMID: 7955258.

#### Retracted articles:

Feifel D, Moutier CY, Perry W. Safety and tolerability of a rapidly escalating dose-loading regimen for risperidone. J Clin Psychiatry. 2000;61(12):909-11. Retraction in: Feifel D, Moutier CY, Perry W. J Clin Psychiatry. 2002;63(2):169. doi: 10.4088/jcp.v61n1203

### Books

(The number of the edition must be indicated)

If the author and editor are the same:

#### Turkish book:

Demirkılıç U. Ekstrakorporal Dolaşım. 2. Baskı. Ankara: Ortadoğu Reklam Tanıtım A.Ş.; 2021. <https://www.turkiyeklinikleri.com/book/ekstrakorporal-dolasim-2baski/493/tr-index.html>

#### English book:

Bell S. The beginner's guide to uncertainty of measurement. Measurement Good Practice Guide No: 11. 2nd ed. United Kingdom: National Physical Laboratory; 2001. p.1-33. [https://books.google.com.tr/books/about/A\\_Beginner\\_s\\_Guide\\_to\\_Uncertainty\\_of\\_Mea.html?id=0F\\_JMwEACAAJ&redir\\_esc=y](https://books.google.com.tr/books/about/A_Beginner_s_Guide_to_Uncertainty_of_Mea.html?id=0F_JMwEACAAJ&redir_esc=y)

#### If the author and editor are different:

(When specifying page range, be sure to include chapter and author names)

#### Turkish book:

Keleş E. Allerjik rinit fizyopatolojisi. Keleş N, editör. KBB Uzman Serisi 1: Allerjik Rinit. 1. Baskı. Ankara: Ortadoğu Reklam Tanıtım A.Ş.; 2018. p.13-23.

#### English book:

Rae W, Sullivan J. A review of play interventions for hospitalized children. In: Reddy L, Files-Hall T, Schaefer C, eds. Empirically Based Play Interventions for Children. 1st ed. Washington, DC: American Psychological Association; 2005. p.123-42. <https://doi.org/10.1037/11086-000>

#### Translated book:

Davila GW, Ghoniem GM, Wexner SD, eds. Seçkin B, Ergen A, Aydur E, İnci K, çeviri editörleri. Pelvik Taban Disfonksiyonu: Multidisipliner Bir Yaklaşım. 1. Baskı. Ankara: Ortadoğu Reklam Tanıtım Yayıncılık A.Ş.; 2008. p.109-12. <https://www.turkiyeklinikleri.com/book/pelvik-taban-disfonksiyonu-multidisipliner-bir-yaklasim/158/tr-index.html>



## Other Sources

### Conference reports:

Harnden P, Joffe JK, Jones WG, eds. Germ Cell Tumours V. Proceedings of the 5th Germ Cell Tumour Conference; 2001 Sep 13-15; Leeds, UK. New York: Springer; 2002.

<https://link.springer.com/book/10.1007/978-1-4471-3281-3>

### Conference proceedings:

Christensen S, Oppacher F. An analysis of Koza's computational effort statistic for genetic programming. In: Foster JA, Lutton E, Miller J, Ryan C, Tettamanzi AG, eds. Genetic Programming. EuroGP 2002: Proceedings of the 5th European Conference on Genetic Programming; 2002 Apr 3-5; Kinsdale, Ireland. Berlin: Springer; 2002. p.182-91. [https://link.springer.com/chapter/10.1007/3-540-45984-7\\_18](https://link.springer.com/chapter/10.1007/3-540-45984-7_18)

### Thesis source:

(Must be published. Unpublished theses cannot be added to the "references" list but can be mentioned in the chapter)

Thesis author. Thesis title [Type of thesis]. City name: University name; Year. [Access date]. Access link.

### Newspaper article:

Ersoy İ. Aile hekimlerinin COVID-19 aşısını saklayacak dolabı yok. Medimagazin. 5 Ocak 2021.

<https://medimagazin.com.tr/hekim/aile-hekimlerinin-covid-19-asisini-saklayacak-dolabi-yok-93288>

### Homepage/Website:

(Erişim linkinin açılabilir olduğu kontrol edilmeli, erişim tarihi mutlaka eklenmelidir)

Dijital Akademi [İnternet]. Ortadoğu Reklam Tanıtım Yayıncılık Turizm Eğitim İnşaat Sanayi ve Ticaret A.Ş.

©2021 [Erişim tarihi: 28 Ocak 2021]. Erişim linki: <https://dijitalakademi.turkiyeklinikleri.com>

### Section of a homepage/Website:

Dijital Akademi [İnternet]. Ortadoğu Reklam Tanıtım Yayıncılık Turizm Eğitim İnşaat Sanayi ve Ticaret A.Ş.

©2021 [Erişim tarihi: 28 Ocak 2021]. Tüm yayınlar. Erişim linki: <https://dijitalakademi.turkiyeklinikleri.com/-tum-yayinlar/tr-index.html>

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