

Submission Guidelines

SUBMISSION

Authors are encouraged to read the preparation and submission instructions carefully. Manuscripts that do not conform to these guidelines will be returned to the author for correction before the manuscript is processed. Failure to follow these procedures may result in significant delays in processing your manuscript.

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Submission Questions

Upon online submission of the manuscript using Editorial Manager, the corresponding author is required to indicate agreement to one of the following copyright statements. Manuscripts will not be reviewed until this requirement is met.

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Prior to beginning a submission, the corresponding author should prepare to provide the following information:

- A running head (an abbreviated form of the main title) of 40 or fewer characters and spaces
- Full names, degrees, email addresses, and affiliations for each author
- A structured abstract (where applicable)
- A region of origin for the manuscript
- A word count (including the title page, abstract, text, references, tables, figures, and figure legends)
- Three to Five key words or terms
- Clinical trials registration information (where applicable)
- Answers to submission questions described above.
- Published articles or "in press" manuscripts that are closely related to this submission or contain key methodological descriptions

Manuscript Preparation

- Manuscripts must conform to standard English usage and are subject to editing in conformance with the policies of the *Journal*. For reference, authors may consult the APA..
- All text files must be prepared using Microsoft Word, double-spaced with Times New Roman.
- After the title page, number pages consecutively throughout; do not enable line numbering.
- Other than on the title page and Manuscript Submission Form(s), blinding is the responsibility of the author.
- All files (cover letter, title page, blinded manuscript file, figures, Manuscript Submission Form(s), and supplementary materials) must be uploaded separately during the submission process.
- Files should be labeled with appropriate and descriptive file names (e.g. SmithText.doc, SmithFig1.eps).
- Acronyms must be spelled out on first use in text, and where used in tables or figures, in each of their legends.
- When using direct quotations, cite the page number for the quotation along with the source in the reference list.
- The manuscript file should be uploaded in its native format, such as .doc. Do not upload any text files as .pdf.

- Follow internationally accepted rules and conventions; use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.

Language

Manuscripts should be written in English, and American usage is preferred. Manuscripts with serious deficiencies in English may be returned without review. Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English may wish to use the journal service.

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Cover letter and title page should be uploaded separately. The manuscript text, and tables and figures must be uploaded separately.

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A cover letter is required for all articles and should be uploaded as a separate file. This letter should outline the significance of the work and should refer to any other publications that utilize the same data set.

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Be sure that the information provided on the title page corresponds to information entered into the system upon submission. The title page should include the following sections:

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The manuscript title should be concise and informative, as titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible. Titles should be less than 100 characters and a maximum of 15 words. A running title of less than 40 characters should also be included.

Author names and affiliations:

Include the full names of all authors and their highest academic degree. Where the family name may be ambiguous (e.g., a double name), please indicate this clearly. Include all authors' academic or professional affiliations written out in paragraph form (not footnoted) along with the corresponding author's complete contact information (name, address, telephone and fax numbers, and e-mail address).

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Clearly indicate who will handle correspondence at all stages of review, production, and publication. Ensure that phone numbers (with country and area code) are provided in addition to the e-mail address and the complete postal address. Contact details must be kept up to date by the corresponding author. Multiple corresponding authors are not allowed.

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Presentation information (if applicable):

Example: This study was presented as an abstract at the American Academy of Child and Adolescent Psychiatry's 60th Annual Meeting, Orlando, FL, October 22-27, 2013.

Key words:

A maximum of 5 key words should be included.

Abstract

Should begin on the second numbered page. The structured abstract for Iranian Journal of Learning and Memory should be a maximum of 250 words and must include Participants, objectives of the study, Method, Results, Conclusions. In the case of Review Articles, the Method section should provide data sources and study selection (the number of articles reviewed and the selection process). Generally, abstracts should be written with complete sentences and use of active voice when possible. Abbreviations should be spelled out on their first usage. Abstracts should provide the context or background for the research and should state its purpose (distinguishing primary from secondary purposes), basic research design (including information about the setting, common demographic characteristics of the participants, number of participants, response and refusal rates, dropouts and losses, and matching characteristics in the case of a clinical trial, information on the intervention and how variables were measured), main findings (giving specific effect sizes, numerical differences, and their statistical

significance, if possible), and principal conclusions (including their relation to the purpose of the study, study limitations, and study implications). The abstract should emphasize new and important aspects of the study or observations, note important limitations, and not overinterpret findings.

Introduction

Include the purpose of the study, a review of recent relevant literature, and an a priori hypothesis.

Method

The guiding principle of the Method section should be clarity about how and why a study was done in a particular way. The Method section should aim to be sufficiently detailed such that others with access to the data would be able to reproduce the results. Include the participants/patients and, if appropriate, include information on whether parts of these data have been published elsewhere; sampling frame, sampling, and recruitment strategies; and inclusion and exclusion criteria. Inclusion of determination of sample size (include power calculation). Authors of Review manuscripts are encouraged to describe the methods used for locating, selecting, extracting, and synthesizing data. Authors should make use of the appropriate reporting guidelines when drafting their manuscripts. Peer reviewers are asked to refer to these checklists when evaluating these studies.

Include information about sample composition including demographic details. Use current and codable occupational categories, four educational attainment categories (without HS diploma, HS graduate without college education, some college education, degree from 4-year college or more), and race/ethnicity categories.

For measures, authors should describe variables measured and instruments used. Authors must provide sufficient information about rating scales and other measures so that readers can access them for their own use; unpublished instruments may be made available via supplemental material at the request of the editor.

If a manual-based treatment is used, authors must include information on how to obtain the manual. The online-only content feature may be used to provide access. For studies that involve testing, imaging, or other procedures, sufficient information should be given to allow other investigators to replicate the study.

When devices or software are mentioned, please provide the name of the manufacturer followed by city and state of the manufacturer's headquarters.

Describe all analyses with names of specific statistical tests used and how these correspond to the hypotheses postulated in the introduction. Justify and clearly reference the use of unusual statistical techniques. If multiple comparisons are unavoidable, use an appropriate adjustment to control type I error. State whether tests were one- or two-tailed. If replication was performed, indicate the methods for replication and whether the measures and methods used were identical to the original study.

Results

Summarize statistics, and when reporting significant results, include the statistical test used, the value of the test statistic, degrees of freedom, and *p* values. When appropriate, report effect sizes and/or confidence intervals on the main findings.

Discussion

and

Conclusions

Include the practical implications, limitations, and conclusions of the manuscripts findings, but do not use subheadings.

References

Citation in text. Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Do not cite references in the abstract. Citation of a

reference as 'in press' indicates that the item has been accepted for publication. Unpublished results and personal communications should not be included in the reference list, but may be mentioned in the text. *Reference list.* Indicate references by consecutive superscript Arabic numerals in the order in which they appear in the text. The numerals are to be used outside periods and commas; inside colons and semicolons. For further detail and examples, please refer to the [APA Manual of Style, A Guide for Authors and Editors, 6th Edition](#). Sample reference to a journal publication:

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Tables should be cited in the text, numbered consecutively (i.e., Table 1, Table 2, Table 3) in the order of their mention, and include brief descriptions. Place tables in the blinded manuscript file. Tables that constitute a single column are actually lists and should be included in the text as such. Table footnotes should use superscript lowercase letters rather than symbols.

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MANUSCRIPT

PROCESSING

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FOLLOWING

ACCEPTANCE

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[T1]

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