Instructions for authors

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Manuscripts for submission to *Genomics & Informatics* should be prepared according to the following instructions. *Genomics & Informatics* follows the Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals (http://www.icmje.org) from ICMJE and Principles of Transparency and Best Practice in Scholarly Publishing (joint statement by COPE, DOAJ, WAME, and OASPA; (http://doaj.org/bestpractice) if otherwise not described below.

Research and publication ethics

For the policies on research and publication ethics that are not stated in these instructions, the Good Publication Practice Guidelines for Medical Journals (https://www.kamje.or.kr/board/view?b_name=bo_publication&bo_id=7) and the Guidelines on Good Publication (http://publicationethics.org/resources/guidelines) can be applied. The Editor-in-Chief reserves the right to reject manuscripts that do not comply with the below requirements. The author will be held responsible for false statements or failure to fulfill the below requirements.

Statement of Informed Consent

Copies of written informed consent and Institutional Review Board (IRB) approval for clinical research should be kept. If necessary, the editor or reviewers may request copies of these documents to resolve questions about IRB approval or study conduct.

Statement of Human and Animal Rights

All human investigations must be conducted according to the principles expressed in the Declaration of Helsinki. All studies involving animals must state that the guidelines for the use and care of laboratory animals of the authors' institution, or of any national law, were followed. Registration of clinical trial research: Any research that deals with a clinical trial should be registered with the primary national clinical trial registry site, such as the Korea Clinical Research Information Service (CRiS, http://cris.nih.go.kr), other primary national registry sites accredited by the World Health Organization (http://www.who.int/ictrp/network/primary/en/), or ClinicalTrials.gov (http://clinicaltrials.gov/), a service of the United States National Institutes of Health.

Authorship

Authorship credit should be based on 1) substantial contributions to conception and design, acquisition of data, and/or analysis and interpretation of data; 2) drafting the article or revising it critically for important intellectual content; 3) final approval of the version to be published; and 4) agreement 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. Every author should meet all of these four conditions. After the initial submission of a manuscript, any changes whatsoever in authorship (adding author(s), deleting author(s), or re-arranging the order of authors) must be explained by a letter to the editor from the authors concerned. This letter must be signed by all authors of the paper. Copyright assignment must also be completed by every author.

Corresponding author and first author

It does allow multiple corresponding authors for one article. Only one author should correspond with the editorial office. It does accept notice of equal contribution for the first author when the study was clearly performed by co-first authors.

Correction of authorship after publication

It does not correct authorship after publication unless a mistake

has been made by the editorial staff. Authorship may be changed before publication but after submission when an authorship correction is requested by all of the authors involved with the manuscript.

Conflict of Interest Statement

The corresponding author must inform the editor of any potential conflicts of interest that could influence the authors' interpretation of the data. Examples of potential conflicts of interest are financial support from or connections to pharmaceutical companies, political pressure from interest groups, and academically related issues. In particular, all sources of funding applicable to the study should be explicitly stated. As a guideline, any affiliation associated with a payment or financial benefit exceeding $10,000 per annum or 5% ownership of a company or research funding by a company with related interests would constitute a conflict that must be declared. This policy applies to all submitted research manuscripts and review material.

Originality and Duplicate Publication

No part of the accepted manuscript should be duplicated in any other scientific journal without the permission of the Editorial Board. If duplicate publication or plagiarism related to the papers of this journal is detected, the authors will be announced in the journal, their institutes will be informed, and the authors will be penalized. All submitted manuscripts are screened by CrossCheck (Similarity Check), a plagiarism detection program provided by iThenticate. The authors assure that no substantial part of the work has been published or is being considered for publication elsewhere. When any of the results is to appear in another journal, details must be submitted to the Editor-in-Chief, together with a copy of the other paper(s) and the expected date(s) of publication.

Secondary Publication

It is possible to republish manuscripts if the manuscripts satisfy the condition of secondary publication of the Uniform Requirements for Manuscripts Submitted to Biomedical Journals by the International Committee of Medical Journal Editors (ICMJE), available from http://www.icmje.org/. These are:

- The authors have received approval from the editors of both journals (the editor concerned with the secondary publication must have access to the primary version).
- The priority for the primary publication is respected by a publication interval negotiated by editors of both journals and the authors.
- The paper for secondary publication is intended for a different group of readers; an abbreviated version could be sufficient.
- The secondary version faithfully reflects the data and interpretations of the primary version.
- The secondary version informs readers, peers, and documenting agencies that the paper has been published in whole or in part elsewhere—for example, with a note that might read, "This article is based on a study first reported in the [journal title, with full reference]"—and the secondary version cites the primary reference.
- The title of the secondary publication should indicate that it is a secondary publication (complete or abridged republication or translation) of a primary publication. Of note, the United States National Library of Medicine (NLM) does not consider translations to be "republications" and does not cite or index them when the original article was published in a journal that is indexed in MEDLINE.

Process to manage research and publication misconduct: When the Journal faces suspected cases of research and publication misconduct, such as a redundant (duplicate) publication, plagiarism, fabricated data, changes in authorship, undisclosed conflicts of interest, an ethical problem discovered with the submitted manuscript, a reviewer who has appropriated an author's idea or data, complaints against editors, and other issues, the resolving process will follow a flowchart provided by the Committee on Publication Ethics (http://publicationethics.org/resources/flowcharts). The discussion and decision on suspected cases are done by the Editorial Board of *Genomics & Informatics*.

Preparation of manuscripts

General requirement

Authors are recommended to keep the length of papers below 10 printed pages (30 typed pages of manuscript, including figures and tables) for original articles, four printed pages for research communications, and two printed pages (approximately 1,400 words or 1,000 words plus one figure) for application notes. All sections of the typescript should be double-spaced on one side of A4 paper (210 × 297 mm), and all pages must be numbered in order.

Manuscript type

Original articles

Original research articles are full scientific reports of original research. The manuscript should be organized as follows: Title Page, Abstract & Keywords, Introduction, Methods, Results, Discussion, Acknowledgments, References, Tables, and Figure Legends. The Results and Discussion can be combined.

Application notes

Application notes are short communications about novel software, new algorithm implementations, databases, and network services (web servers and interfaces). The manuscripts include the following: Title Page, Abstract & Keywords, Availability, Introduction, Main Text, References, and Supplementary Information.

Clinical genomics

Clinical genomics is for a short report of all kinds of genome analysis data from clinical fields, such as cancer, diverse complex diseases, and genetic diseases. Especially, *Genomics & Informatics* would encourage submitting cancer panel analysis data for a single cancer patient or a group of patients. *Genomics & Informatics* also would encourage depositing genome data into the *Genomics & Informatics* database. The manuscript should be organized as follows: Title Page, Abstract & Keywords, Introduction, Methods, Results, Discussion, Acknowledgments, References, Tables, and Figure Legends. The Introduction, Methods, Results, and Discussion can be combined.

Genome archives

Genome Archives is for a short manuscript announcing the genetic information of recently sequenced prokaryotic and eukaryotic genomes. *Genomics & Informatics* would encourage depositing the genome data into the *Genomics & Informatics* database. These genome archive data can make the rationale for sequencing a specific organism. The manuscripts include the following: Title Page, Abstract & Keywords, Introduction, Main Text, References, Tables, and Figure Legends.

Letters to the editor

Critical comments are welcomed for correcting errors of published facts and for providing alternative interpretations of published data. The sequence for a Letter to the Editor is the following: Title Page, Text, References, and Names and Affiliations of Authors. If needed, tables and figures can be included. A Letter to the Editor should not be longer than a printed page.

Review articles

Review Articles are usually solicited by the Editor-in-Chief. Authors wishing to prepare a review article should contact the Editor-in-Chief to discuss the suitability of the subject for the journal. There is no specific requirement for subsections of the body text of the paper.

Opinions / Commentaries

An opinion or commentary piece is a short article that conveys the author's viewpoint on a research publication, including interpretation of data, value of methods used, and strengths/weaknesses, regarding any topic relevant to the field of research. Opinion (or commentary) articles provide insight, interpretation, and evaluation of specific issues, within the scope of the journal. Opinions should explain the implications of the article and describe the most important conclusions of the paper they are commenting on, highlight controversial issues, mention the strengths and weaknesses of the paper, highlight the presenter's omission of key facts, and mention supporting arguments that would create a stronger presentation. Opinions are relatively short articles, around 1000 words, allowing maximum freedom of authors' viewpoints, and are peer-reviewed. The articles are copyedited, citable, published in both PDF and HTML formats, and submitted for indexing in digital archives (e.g., PubMed Central). Authors are not required to pay a fee to publish an opinion (or commentary) article. Commentaries have no set format beyond the basic building blocks of a regular article, i.e., title, manuscript text, subheadings as needed, references, and author information.

Minireviews

Minireview articles are similar to review articles, except for their word limit and references. Minireviews focus on clearly defined topics of current interest, and recent developments in specific fields. Therefore, they offer a fast and easy means to keep abreast of exciting new developments and/or concepts. The word limit for minireview articles is 1000 words (or 2 double-spaced pages), with no more than 30 references. Minireview articles are peer-reviewed, copyedited, citable, published in both PDF and HTML formats, and submitted for indexing in digital archives, such as PubMed Central. Authors are required to pay a fee to publish a minireview.

Research communications

Research communication (RC) intends to deliver significant scientific discovery with broad interest in a short format. RCs may contain unstructured main text that includes introduction, results and discussion. RCs typically have no more than 2 display items (figures and tables) and the main text (not including abstract, references, tables and figure legends) is limited to 1,500 words. RCs may have online supplementary section.

Manuscript Format

Title

The title page should include (1) the full names of all authors with their Open Researchers and Contributors ID (ORCID), and the name(s) and address(es) of the institution(s) at which the work was carried out; (2) the telephone and fax numbers, and the

E-mail address of the corresponding author; and (3) a running title of no more than 50 characters, including spaces. Place an asterisk (*) after the corresponding author.

Abstract

The abstract should be unstructured and a single paragraph of fewer than 250 words. References should not be cited in the abstract. Six or fewer keywords should be appended to the abstract in alphabetical order. When possible, the keywords should be those found in the Medical Subject Headings of Index Medicus.

Main text:

All papers should be divided into the following sections and appear in this order:

(1) **Introduction:** The paper begins with an introduction without subheadings that reviews the literature and states and justifies the purpose of the research.

(2) **Methods:** This section should contain sufficient detail so that all procedures can be repeated, in conjunction with the cited references. The manufacturer and model number should be stated in this section—for example, as Sigma Chemical Co. (St. Louis, MO, USA).

(3) **Results:** This section should describe the results of the experiments. Extensive interpretation should be reserved for the Discussion section. The results should be presented as concisely as possible. Footnotes should not be used and will be transferred to the text. Gene symbols should be italicized; protein products are not italicized.

(4) **Discussion:** This section should provide an interpretation of the results in relation to previously published work and to the experimental system at hand. The Results and Discussion may be combined.

(5) **Acknowledgments:** Information concerning the sources of financial support should be included in the acknowledgments.

Authors' contribution

If the number of authors is equal to or greater than two, the authors' roles should be described according to their specific role. *Genomics & Informatics* participates in the CRediT standard for author contributions. The contributions of all authors must be described using the CRediT Taxonomy of author roles. For each of the categories below, please enter the initials of the authors who contributed in that category. If listing more than one author in a category, separate each set of initials with a space. If no one contributed in a category, you may leave that box blank. The corresponding author is responsible for completing this information at submission, and it is expected that all authors will have reviewed, discussed, and agreed to their individual contributions ahead of this time.

- Conceptualization: AB
- Data curation: EFG
- Formal analysis: AB
- Funding acquisition: CD
- Methodology: AB, CD, EFG
- Writing – original draft: AB, EFG
- Writing – review & editing: AB, CD, EFG

Reference

The references should include only articles that are published or in press. Unpublished data, submitted manuscripts, abstracts, and personal communications should be cited within the text only. References are to be numbered in the order of citation within the article in brackets. References with up to six authors must list all names; for more than six authors, the first six names should be listed, followed by "et al." Journal name titles should be abbreviated in accordance with the NLM Catalog, available from: https://www.ncbi.nlm.nih.gov/nlmcatalog/journals, or the ISO 4 standard, available from: http://www.issn.org/services/online-services/access-to-the-ltwa/?letter=a.

Examples of references are given below:

Journal article

- Park J, Lappe M, Teichmann SA. Mapping protein family interactions: intramolecular and intermolecular protein family interaction repertoires in the PDB and yeast. J Mol Biol 2001;307:929-938.
- Cho SM, Jung SH, Chung YJ. A variant in RUNX3 is associated with the risk of ankylosing spondylitis in Koreans. Genomics Inform 2017;15:65-68.
- Thomas PD, Campbell MJ, Kejariwal A, Mi H, Karlak B, Daverman R, et al. PANTHER: a library of protein families and subfamilies indexed by function. Genome Res 2003;13:2129-2141.

Books

- Cowan WM, Jessell TM, Zipursky SL. Molecular and Cellular Approaches to Neural Development. New York: Oxford University Press, 1997.

Book sections

- Sorenson PW, Caprio JC. Chemoreception. In: The Physiology of Fishes (Evans DH, ed.). Boca Raton: CRC Press, 1998. pp. 375-405.

Online document

- Puniyani AR, Lukose RM. Growing random networks under

constraints. Ithaca: Cornell University Library, 2001. Accessed 2011 Oct 3. Available from: http://xxx.lanl.gov/abs/cond-mat/0107391.

Conference paper

- Han H. Nonnegative principle component analysis for mass spectral serum profiles and biomarker discovery. In: The 8th Asia-Pacific Bioinformatics Conference (Parida L, Myers G, eds.), 2010 Jan 18-21, Bangalore.

Dissertation/Thesis

- Hwang KB. Hierarchical probabilistic graphical models for large-scale data analysis. Ph.D. Dissertation. Seoul: Seoul National University, 2005.

Tables and figures

Figure legends and tables should be included in the submitted manuscript as separate sections and should be formatted following the style of the journal. Each figure legend should have a brief, separate title that describes the entire figure without citing specific panels. The manuscript should be submitted with a set of figures of sufficient quality for reviewers to judge the data. All figures may be provided in color for the electronic version of the journal, even if the print version is in black and white. Figures will be printed in color only when in the reviewers' opinions the color is essential.

Photographs and illustrations should be of professional quality. Images should be provided as TIFF files. JPEG is also acceptable when the original format is JPEG. Each figure must be of 300 dpi or higher resolution with good contrast and sharpness. If a figure is to be reduced, all elements, including labels, should be able to withstand reduction and remain legible. Electron and light microscopic figures must be original or scanned copies from the original. The magnification should be indicated on each micrograph with a scale bar.

Tables are to be organized in portrait view and may run, if necessary, to subsequent pages in the vertical direction only. Tables should be designed for printing within two (17.5 cm) columns of width in no less than 10-point font and should not exceed more than the width of a journal page. If a table does not fit into this format, consider shortening row or column labels, using more than one table to display the data, eliminating unnecessary data, or converting table data into a figure or transferring part of the table data to the supplement.

Scientific names

The full formal Latin name for a taxon (e.g., Homo sapiens) should be provided the first time that the taxon is mentioned and should be italicized. In subsequent sentences, the scientific name of all taxa in the same genus should be abbreviated to the first initial of the generic name and the species name (e.g., H. sapiens), except where this usage creates confusion or ambiguity. When common names are used, the scientific name should be provided the first time the taxon is mentioned in the abstract and again the first time that taxon is mentioned in the main manuscript [e.g., "red pine (Pinus densiflora)..."]. Other taxonomic designations (e.g., family names) should not be italicized, and common names should not be capitalized.

Units and equations

Standard metric units should be used for describing length, height, weight, and volume. The unit of temperature is given in degrees Celsius (°C). All others are in terms of the International System of Units (SI). All unit symbols must be preceded by one space except percentage (%) and temperature (°C). All equations should be numbered in Arabic numerals.

Abbreviations

Abbreviations must be used as an aid to the reader, rather than as a convenience of the author, and therefore, their use should be limited. Generally, avoid abbreviations that are used less than 3 times in the text, including the tables and figure legends. In addition to abbreviations for SI units, common molecular, chemical, immunological, and hematological terms can be used without definition in the title, abstract, text, tables, and figure legends—e.g., bp, kb, kDa, DNA, cDNA, RNA, mRNA, and PCR. Other common abbreviations are as follows (the same abbreviations are used for plural forms): h (hour; use 0-24:00 h for time), s (second), min (minute), day (not abbreviated), week (not abbreviated), month (not abbreviated), year (not abbreviated), L (liter), mL (milliliter), μL (microliter), g (gram), kg (kilogram), mg (milligram), μg (microgram), ng (nanogram), pg (picogram), g (gravity; not ×g), n (sample size), SD (standard deviation of the mean), and SE (standard error of the mean).

Supplementary materials

Supplementary materials can be provided to support and enhance scientific information. Supplementary files offer additional possibilities for publishing supporting applications, sequence alignment, background datasets, microarray hybridization experiments, high-resolution images, movies, sound clips, and more. Supplementary files will be published alongside the online version of the article on the *Genomics & Informatics* web site. This material will not be edited or formatted; thus, the authors are responsible for the accuracy and presentation of all such material. Accepted file formats for supplementary materials:

- Quick Time files (.mov)

- Graphical image files (.gif)
- HTML files (.html)
- MPEG movie files (.mpg)
- JPEG image files (.jpg)
- Sound files (.wav)
- Plain ASCII text (.txt)
- Acrobat files (.pdf)
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- Postscript files (.ps)
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- PowerPoint (.ppt)
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File sizes must be as small as possible, for quick downloading. Recommended specifics are:

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  - Video codec: H.264
  - Video bitrate: 2 Mbps
  - Audio codec: AAC
  - Audio bitrate: 128 kbps
- Images
  - Frame size: 300 dpi in resolution
  - Frame rate: 300 dpi in resolution and 10-15cm in width

Please seek advice from the editorial office before sending files larger than our recommended size to avoid delays in publication.

Accession numbers

Please provide accession numbers for any new data (SNPs, gene sequences, protein sequences, CNVs, microarray data, or structures), which must be deposited in the appropriate genome- or locusspecific database, in a separate section entitled "Accession Numbers," following the Web Resources section (or the Acknowledgments section if no online resources or appendices have been used), directly above the reference list. Please use the following format to list accession numbers: "The accession number(s) for the _____ sequence(s) reported in this paper is/are [database]: [accession number]."

Gender equity (Described according to ICMJE recommendation available from

http://www.icmje.org/recommendations/browse/manuscript-preparation/preparing-for-submission.html)

Selection and Description of Participants

Clearly describe the selection of observational or experimental participants (healthy individuals or patients, including controls), including eligibility and exclusion criteria and a description of the source population. Because the relevance of such variables as age, sex, or ethnicity is not always known at the time of study design, researchers should aim for inclusion of representative populations into all study types and at a minimum provide descriptive data for these and other relevant demographic variables. Ensure correct use of the terms sex (when reporting biological factors) and gender (identity, psychosocial or cultural factors), and, unless inappropriate, report the sex and/or gender of study participants, the sex of animals or cells, and describe the methods used to determine sex and gender. If the study was done involving an exclusive population, for example in only one sex, authors should justify why, except in obvious cases, (e.g., prostate cancer)." Authors should define how they determined race or ethnicity and justify their relevance.

Submission of Manuscript

The manuscript should be submitted in MS Word file format. The recommended font is Times New Roman with a 11-point font size. All manuscripts must be submitted online through the *Genomics & Informatics* e-submission system at http://submit.genominfo.org. Any questions concerning manuscript submission should be directed to: Editor, *Genomics & Informatics*, Korea Genome Organization, The Korean Federation of Science and Technology Societies, Room No. 806, 193 Mallijae-ro, Jung-gu, Seoul 04501, Korea (http://www.kogo.or.kr, Tel: +82-2-558-9394, Fax: +82-2-558-9434, E-mail: kogo@kogo.or.kr).

Peer review and revision of manuscripts

Peer review

A manuscript is generally reviewed by at least two peer reviewers qualified to evaluate the manuscript. It is a single blind peer review. An initial decision will normally be made within one month of receipt of a manuscript. A manuscript that has been published or of which a substantial portion has been published elsewhere will not be accepted. The Editor-in-Chief is responsible for final decisions regarding the acceptance of a peer-reviewed paper.

Manuscript revision

When a manuscript is returned to the corresponding author for revision, the reviewed manuscript must be re-submitted within one month, unless the authors request an extension. A galley proof

and reprint order form will be sent to the corresponding author. The corresponding author is responsible for communicating with the other authors about revisions and final approval of the proofs. The first proofreading is the author's responsibility, and the proof should be returned within three days from the date of receipt.

Copyrights, open access policy and open data policy

Copyright

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Archiving policy

It is accessible without barrier from Korea Citation Index (https://kci.go.kr), National Library of Korea (http://nl.go.kr), or PubMed Central (https://www.ncbi.nlm.nih.gov/pmc/journals/1928/) in the event a journal is no longer published.

Deposit policy (Self-archiving policy) according to Sherpa/Romeo

(http://www.sherpa.ac.uk/): Author can not archive pre-print (i.e., pre-refereeing). Author can archive post-print (i.e., final draft post-refereeing). Author can archive publisher's version/PDF.

Open data policy

Data sharing is recommended. If the data are already public, the URL site or sources should be disclosed. If data can not be publicized, it can be negotiated with the editor. If there are any inquiries on depositing data, author s should contact the editorial office.

Clinical data sharing policy

This journal follows the data sharing policy described in "Data Sharing Statements for Clinical Trials: A Requirement of the International Committee of Medical Journal Editors" (https://doi.org/10.3346/jkms.2017.32.7.1051). As of July 1, 2018, manuscripts submitted to ICMJE journals that report the results of clinical trials must contain a data sharing statement as described below. Clinical trials that begin enrolling participants on or after January 1, 2019 must include a data sharing plan in the trial's registration. The ICMJE's policy regarding trial registration is explained at www.icmje.org/recommendations/browse/publishingand-editorial-issues/clinical-trial-registration.html. If the data sharing plan changes after registration, this should be reflected in the statement submitted and published with the manuscript and updated in the registry record. Data sharing statements must indicate the following: whether individual deidentified participant data (including data dictionaries) will be shared; what data in particular will be shared; whether additional, related documents will be available (e.g., study protocol, statistical analysis plan, etc.); and when the data will become available and for how long; by what access criteria data will be shared (including with whom, for what types of analyses, and by what mechanism). Illustrative examples of data sharing statements that would meet these requirements are in Table 1.

Detailed Description of Use of Articles of *Genomics & Informatics*

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Table 1. Examples of data sharing statements that fulfill ICMJE requirements[a]

Element	Example 1	Example 2	Example 3	Example 4
Will individual participant data be available (including data dictionaries)?	Yes	Yes	Yes	No
What data in particular will be shared?	All of the individual participant data collected during the trial, after deidentification.	Individual participant data that underlie the results reported in this article, after deidentification (text, tables, figures, and appendices).	Individual participant data that underlie the results reported in this article, after deidentification (text, tables, figures, and appendices).	Not available
What other documents will be available?	Study protocol, statistical analysis plan, informed consent form, clinical study report, analytic code	Study protocol, statistical analysis plan, analytic code	Study protocol	Not available
When will data be available (start and end dates)?	Immediately following publication. No end date.	Beginning 3 months and ending 5 years following article publication.	Beginning 9 months and ending 36 months following article publication.	Not applicable
With whom?	Anyone who wishes to access the data.	Researchers who provide a methodologically sound proposal.	Investigators whose proposed use of the data has been approved by an independent review committee ("learned intermediary") identified for this purpose.	Not applicable
For what types of analyses?	Any purpose	To achieve aims in the approved proposal.	For individual participant data meta-analysis.	Not applicable
By what mechanism will data be made available?	Data are available indefinitely at (link to be included).	Proposals should be directed to xxx@yyy. To gain access, data requestors will need to sign a data access agreement. Data are available for 5 years at a third-party website (link to be included).	Proposals may be submitted up to 36 months following article publication. After 36 months, the data will be available in our University's data warehouse but without investigator support other than deposited metadata. Information regarding submitting proposals and accessing data may be found at (link to be provided).	Not applicable

ICMJE, International Committee of Medical Journal Editors.
[a]These examples are meant to illustrate a range of, but not all, data sharing options.

Article processing charge

Neither page charge, article processing fee nor submission fee will be applied since 2019. It is the platinum open access journal

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