**Turkish Journal of Emergency Medicine**

**Template for the First Pages File / Cover Letter**

**Compatible with Instructions to Authors v15**

**9 September 2024**

**COMBINE COVER LETTER, TITLE PAGE and DISCLOSURES IN A SINGLE FILE AND UPLOAD AS THE FIRST PAGES FILE**

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| **COVER LETTER**What is the main strength of your article? The title and type of the article, prior publication, support, conflicts of interest, and permissions may also be provided.  |
| **TITLE PAGES *(In the order below)**** Title
* Running Title
* Authors and Affiliations (past [during the study] and present) + ORCIDs of ALL authors
* Corresponding author and address
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| **DISCLOSURES*** Presentation(s) or Awards at a meeting – if present, OPTIONAL
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	+ Possible contributor roles that you may use are listed below. Multiple roles are possible and encouraged. Authors should be mentioned with their INITIALS, after each role.
		- Conceptualization – Ideas; formulation or evolution of overarching research goals and aims.
		- Data curation – Management activities to annotate (produce metadata), scrub data and maintain research data (including software code, where it is necessary for interpreting the data itself) for initial use and later re-use.
		- Formal analysis – Application of statistical, mathematical, computational, or other formal techniques to analyze or synthesize study data.
		- Funding acquisition - Acquisition of the financial support for the project leading to this publication.
		- Investigation – Conducting a research and investigation process, specifically performing the experiments, or data/evidence collection.
		- Methodology – Development or design of methodology; creation of models.
		- Project administration – Management and coordination responsibility for the research activity planning and execution.
		- Resources – Provision of study materials, reagents, materials, patients, laboratory samples, animals, instrumentation, computing resources, or other analysis tools.
		- Software – Programming, software development; designing computer programs; implementation of the computer code and supporting algorithms; testing of existing code components.
		- Supervision – Oversight and leadership responsibility for the research activity planning and execution, including mentorship external to the core team.
		- Validation – Verification, whether as a part of the activity or separate, of the overall replication/reproducibility of results/experiments and other research outputs.
		- Visualization – Preparation, creation and/or presentation of the published work, specifically visualization/data presentation.
		- Writing – original draft – Preparation, creation and/or presentation of the published work, specifically writing the initial draft (including substantive translation).
		- Writing – review & editing – Preparation, creation and/or presentation of the published work by those from the original research group, specifically critical review, commentary or revision – including pre- or post-publication stages.
	+ While preparing the statement, follow the below principles:
		- List all Contributions – All contributions should be listed, whether from those listed as authors or individuals named in acknowledgements;
		- Multiple Roles Possible – Individual contributors can be assigned multiple roles, and a given role can be assigned to multiple contributors;
		- Degree of Contribution Optional – Where multiple individuals serve in the same role, the degree of contribution can optionally be specified as ‘lead’, ‘equal’, or ‘supporting’;
		- Shared Responsibility – Corresponding authors should assume responsibility for role assignment, and all contributors should be given the opportunity to review and confirm assigned roles.
	+ An example of an Authors’ Contribution statement using CRediT:
		- AB: review and editing (equal). CD: Conceptualization (lead); writing – original draft (lead); formal analysis (lead); writing – review and editing (equal). EF: Software (lead); writing – review and editing (equal). GH: Methodology (lead); writing – review and editing (equal). JK: Conceptualization (supporting); Writing – original draft (supporting); Writing – review and editing (equal).
* Consent to Participate – MANDATORY FOR CASE REPORTS AND ORIGINAL ARTICLES
	+ For Case Reports: A detailed statement that written patient consent/next of kin is present should be included in the Title Page and as the final sentence of the Case Presentation section of the Manuscript File.
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	+ A signed patient consent form should be available for mailing if required by the Editorial Office. If requested, we accept all kinds of consent forms (including forms with the logo of other journals, any hospital or affiliation).
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		- in the First Pages file under the "Ethical Approval" section. The name of the board, approval number, and approval date should be included here.
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**COVER LETTER**

To,

The Editor

**Sub:** Submission of Manuscript for publication

Dear Sir,

We intend to publish an article entitled “ ” in your esteemed journal as an Original Article/Case Report/Invited Review Article.

On behalf of all the contributors I will act and guarantor and will correspond with the journal from this point onward.

This article…..

We hereby transfer, assign, or otherwise convey all copyright ownership, including any and all rights incidental thereto, exclusively to the journal, in the event that such work is published by the journal.

Thanking you,

Yours’ sincerely,

Corresponding author:

E-mail -

**TITLE PAGE**

**Title**

**Running Title**

**Type of article: Original Research Article / Case Report / Invited Review Article / Correspondence**

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**DISCLOSURES**

(The following statements will be published in the manuscript between the conclusion and references sections)

**Presentation(s) or Awards at a meeting:** provide the name of the organization, place and the date.

**Acknowledgement(s)**

**Source(s) of Support and Funding**

**Conflict of Interest statement**

**Author contributions statement**

Authorship provides credit for a researcher’s contributions to a study and carries accountability. Authors are expected to fulfil the criteria below:

* **Each author** is expected to have made substantial contributions to the conception **OR** design of the work; **OR** the acquisition, analysis, **OR** interpretation of data; **OR** the creation of new software used in the work; **OR** have drafted the work or substantively revised it
* **AND** to have approved the submitted version (and any substantially modified version that involves the author's contribution to the study);
* **AND** to have agreed both to be personally accountable for the author's own contributions and to ensure that questions related to the accuracy or integrity of any part of the work, even ones in which the author was not personally involved, are appropriately investigated, resolved, and the resolution documented in the literature.

**Consent to Participate**

**Ethical Approval**