

solicit one or more additional reviews as a tie-breaker. In the case of ties, the board may invite authors to reply to a referee's criticisms and permit a compelling rebuttal to break the tie. If the editor does not feel confident to weigh the persuasiveness of a rebuttal, the board may solicit a response from the referee who made the original criticism. In rare instances, the board will convey communications back and forth between an author and a referee, in effect allowing them to debate on a point. Even in such a case, however, the board does not allow referees to confer with each other and the goal of the process is explicitly not to reach a consensus or to convince anyone to change his/her opinions.

## GUIDE FOR AUTHORS

The Advancing Nursing Research is a national peer reviewed research journal published by Liceo de Cagayan University, Cagayan de Oro City, Philippines. The journal is published once a year. For paper submission, the paper must be an original copy, about 4,000 words, double-spaced, and with appropriately formatted tables and Figures. The research abstract must have 200 words and at least 5 keywords or phrases.

### Manuscript Preparation

1. Organize the paper following these major headings: Title, Author(s) and address(es), Abstract, Introduction, Materials and Methods for experimental study or Methodology for non-experimental study, Results, Discussion, Conclusions, Acknowledgment, and Literature Cited. The Literature Cited should substantially consist of articles published in current content-covered or peer-reviewed journals.
2. Type the entire manuscript double-spaced on a short white bond paper (8.5x11 in) on one side only with 2.5 cm margins all around using a Times New Roman font size of 12. References, Acknowledgments, Table Titles, and Figure Legends should be typed double-spaced or numbered consecutively on all pages including title page, Figures, and tables.
3. Leave two spaces before and after the major headings and two spaces before and after the sub-headings. Do not use footnotes rather use endnotes if required by the discipline.
4. Spell out acronyms or unfamiliar abbreviations when these are mentioned for the first time in the text.
5. Write the scientific names of species completely with author(s) when it is first mentioned in the text and without author in succeeding references. Scientific names should be written in italics or bold face.
6. Do not spell out numbers unless they are used to start a sentence.

7. Use the metric system only or the International System of Units. Use abbreviations of units only beside numerals (e.g. 6 m); otherwise, spell out the units (e.g. kilometers from here). Do not use plural forms or periods for abbreviations of units. Use the bar for compound units (e.g. 1 kg/ha/yr). Place a zero before the decimal in numbers less than 1 (e.g. 0.25)
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**Numbers:** Spell out numbers from one to ten, except when used in tables and lists, and when used with mathematical, statistical, scientific, or technical units and quantities, such as distances, weights and measures.

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**Hyphens:** Use a hyphen to join unit modifiers or to clarify usage. For example: a cross-sectional-equation; re-form. See Webster's for correct usage.

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**Data Availability:** A line immediately following the Keyword identifiers should indicate whether the data are available.

## **ABSTRACT/ INTRODUCTION**

An abstract of about 200 words should be presented on a separate page immediately preceding the text. The Abstract should concisely inform the reader of the manuscript's topic, its methods, and its findings. Keywords and the Data Availability statements should follow the Abstract. The text of the paper should start with a section labeled "Introduction," which provides more details about the paper's purpose, motivation, methodology, and findings. Both the Abstract and the Introduction should be relatively nontechnical yet clear enough for an informed reader to understand the manuscript's contribution. The manuscript's title but neither the author's name nor other identification designations, should appear on the Abstract page.

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## Conclusions

Conclusions should briefly answer the objectives of the study. They are not repetitions of the discussions but are judgments of the results obtained.

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editor in evaluating whether the submitted comment represents the prior article's accuracy) and an independent reviewer. If a comment is accepted for publication, the original author will be invited to reply. All other editorial requirements, as enumerated above, apply to proposed comments.

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