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Diabetes & Metabolism Journal (ISO official abbreviation: Diabetes Metab J; dmj) is an official publication of the Korean Diabetes Association and is published bimonthly on the last day of January, March, May, July, September, and November. The journal is devoted to the dissemination of new knowledge, contributing to a cure for diabetes mellitus, and advancing diabetology through sharing the latest scientific information. Only manuscripts written in English are accepted. Manuscripts should be prepared for submission according to the following instructions. For issues not addressed in these instructions, authors should refer to the International Committee of Medical Journal Editors (ICMJE) “Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals” (http://www.icmje.org). The dmj follows the Open-Access Journal policy. All content is freely available on the web. Digital files can be read, downloaded, and printed freely.

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1. ARTICLE-PROCESSING CHARGE
An article processing charge of $600 will be applicable for articles accepted for publication in the dmj. Submission of the article to the journal can be completed once the payment method has been agreed. Any applicable article processing charge must be paid before publication.

Effective January 1, 2023, an article processing charge of $600 will be applicable for non-industry-sponsored articles and $1,000 for industry-sponsored articles accepted for publication in the dmj. Invited review articles are exempt from article charges.

- Waiver policy
dmj offers waivers and discounts for authors based in low-income countries as classified by the World Bank (https://data-helpdesk.worldbank.org/knowledgebase/articles/906519/) as of July in the year before submission. Requests for waivers should be made at the time of submission. Please contact the editorial office (diabetes@kams.or.kr) to request a waiver. To ensure that a paper's waiver status does not influence the editor's decision, editors are not informed when a waiver has been granted.

2. RESEARCH AND PUBLICATION ETHICS
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1) Author’s qualifications
According to ICMJE Recommendations, the authors of the paper must have the following criteria: (1) substantial contributions to conception and design, or acquisition, or analysis and interpretation of data; (2) drafting the article or revising it critically for important intellectual content; and (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. All authors should meet all four criteria. The author list should include all appropriate researchers, and no others, who provide credit for a researcher’s contributions to a study and carries accountability.

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3) Correction of authorship
After the initial submission of a manuscript, any changes in authorship (adding author(s), deleting author(s), or rearranging 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. dmj does not correct authorship after publication unless a mistake has been made by the editorial staff.

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Authors who intend to include minors (under the age of 19 years) or their family members (such as spouses, children, or relatives) in their research, including publishing or presenting papers together, should clearly indicate this in the cover letter. For further information, please refer to the Guidelines for Preventing Illegitimate Authorship by the National Research Foundation of Korea (https://www.cre.re.kr/).

2.2. Disclosure of Conflict of Interest
dmj requires authors to declare all competing interests in relation to their work. All submitted manuscripts must include a Conflicts of interest section at the end of the manuscript listing all competing interests (financial and non-financial). Financial relationships, such as employment, consultancies, stock ownership, honoraria, and paid expert testimony, are the most easily identifiable conflicts of interest. However, conflicts can occur for other reasons as well, such as personal relationships, academic competition, and intellectual passion (https://www.icmje.org/conflicts-of-interest/). Where authors have no competing interests, the statement should read “No potential conflict of interest relevant to this article was reported.” If the study was sponsored by a third party, authors should describe the role of the study sponsor in study design; collection, analysis, and interpretation of data; writing the report; and the decision to submit the report for publication. If the supporting source had no such involvement, the authors should so state. The potential conflicts of interest of editorial board members should also be disclosed in the manuscript.

2.3. Statement of Human and Animal Rights
All studies performed on humans must comply with the principles laid down in the World Medical Association Declaration of Helsinki: Medical Research Involving Human Subjects (https://www.wma.net/what-we-do-medical-ethics/declaration-of-helsinki/). Studies involving experiments with animals must state that their care was in accordance with national laws and institutional regulations. The ethical treatment of all experimental animals must conform to the guidelines provided by the Institutional Animal Care and Use Committee (IACUC). The experiment plans approved by the experimental animal ethics committee must be available for submission upon request when deemed necessary by the editors or reviewers.

2.4. Statement of Informed Consent and Institutional Review Board Approval
Research involving human subjects, human material, or human data must have been approved by an appropriate ethics committee. A statement about this, including the name of the ethics committee and the reference number, must appear in all manuscripts reporting such research. If a study has been granted an exemption from requiring ethics approval, this should also be detailed in the manuscript (including the name of the ethics committee that granted the exemption). In the process of review, the Institutional Review Board (IRB) approval document may be requested, if necessary. For all research involving human subjects, informed consent to participate in the study should be obtained from participants, and a statement to this effect should appear in the manuscript. For publication, the human subjects’ identifiable information, such as the patients’ names, initials, hospital numbers, dates of birth, or other protected healthcare information, should not be disclosed. In the case of an animal study, a statement should be provided indicating that the experiment process, such as the breeding and the use of laboratory animals, was approved by the Research Ethics Committee (REC) of the institution where the experiment was performed or that it does not violate the rules of the REC of the institution or the National Institutes of Health (NIH) Guide for the Care and Use of Laboratory Animals (Institute of Laboratory Animal Resources, Commission on Life Sciences, National Research Council). The authors should preserve raw experimental study data for at least 1 year after the publication of the paper and should present this data if required by the editorial board.

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Any research involving clinical trials should be registered with the primary national clinical trial registry site, such as the Korea Clinical Research Information Service (CriS; https://cris.nih.go.kr/), a primary national registry site accredited by the World Health Organization (https://www.who.int/clinical-trials-registry-platform/network/pr
2.6. Originality and Duplicate Publication
The submitted manuscripts must be original. The manuscript may not be considered for publication in another magazine or journal. Additionally, no part of the manuscript may be published elsewhere without permission from the editorial board. Figures and tables can be used freely if the original source is verified according to the Creative Commons Non-Commercial License. It is mandatory that all authors resolve any copyright issues when citing a figure or table from a different journal that is not open-access. Similarity Check is used to screen submitted manuscripts for possible plagiarism or duplicate publication upon arrival. If plagiarism or duplicate publication is detected, the journal will be notified, the offenders may be penalized, and the institutions affiliated with the authors will be notified.

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The Editorial Board is committed to maintaining high standards of publication ethics and will continuously work towards this goal by providing guidelines for retracting articles; preserving the integrity of academic records; prioritizing intellectual and ethical standards over commercial interests; publishing corrections, clarifications, retractions and apologies when necessary; and preventing plagiarism and fraudulent data. The responsibilities of editors include the authority to accept or reject articles; ensuring that there is no conflict of interest with regard to the articles they accept or reject; promoting the publication of corrections or retractions when errors are discovered; and preserving the anonymity of reviewers.

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dmj is an open-access journal, and authors who submit manuscripts to dmj can share their research in several ways, including on preprint servers, social media platforms, at conferences, and in educational materials, in accordance with our open-access policy. However, it should be noted that submitting the same manuscript to multiple journals is strictly prohibited.

3.4. Data Sharing Policy

dmj encourages data sharing wherever possible unless this is prevented by ethical, privacy, or confidentiality matters. Authors wishing to do so may deposit their data in a publicly accessible repository and include a link to the digital object identifier (DOI) within the text of the manuscript. dmj accepts the ICMJE Recommendations for data sharing statement policy (http://www.icmje.org/recommendations/). Authors may refer to the editorial, “Data sharing statements for clinical trials: a requirement of the international committee of medical journal editors,” in J Korean Med Sci 2017;32:1051-3 (https://doi.org/10.3346/jkms.2017.32.7.1051).

3.5. Archiving

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3.6. Preprint Policy

A preprint can be defined as a version of a scholarly paper that precedes formal peer review and publication in a peer-reviewed scholarly journal. dmj allows authors to submit the preprint to the journal. It is not treated as duplicate submission or duplicate publication. dmj recommends authors disclose it with DOI in the letter to the editor during the submission process. Otherwise, it may be screened from the plagiarism check program—Similarity Check (Crossref) or Copy Killer. Preprint submission will be processed through the same peer review process as a usual submission. If the preprint is accepted for publication, authors are recommended to update the info at the preprint with a link to the published article in dmj, including DOI at dmj. It is strongly recommended that authors cite the article in dmj instead of the preprint in their next submission to journals.

3.7. Peer Review Policy

All papers, including those invited by the editor, are subject to peer review. dmj has adopted a double-blind peer review policy, where the author identities remain anonymous to the reviewers, and vice versa and the identities of the reviewers and authors are visible to (decision-making) editor throughout the peer review process. The Editorial Board selects reviewers based on expertise, publication history, and past reviews. During the peer review process, reviewers can interact directly or exchange information (e.g., via submission systems or email) with only an editor, which is known as “independent review.” An initial decision will normally be made within 2 weeks after the reviewers agree to review a manuscript. No information about the review process or editorial decision process is published on the article page. All manuscripts from editors, employees, or members of the editorial board are processed in the same way as other unsolicited manuscripts. During the review process, submitters will not engage in the selection of reviewers or the decision process. Editors will not handle their manuscripts even if the manuscripts are commissioned. The conflict of interest declaration should be added as follows.

Conflicts of Interest: OOO has been an editorial board member of Diabetes & Metabolism Journal since OOO but has no role in the decision to publish this article. No other potential conflicts of interest relevant to this article were reported.

4. MANUSCRIPT SUBMISSION

4.1. Online Submission

All manuscripts should be submitted online via the online manuscript-submission system of the Korean Diabetes Association (https://submit.e-dmj.org), and all the reviewing and editing are also performed via this system. Any questions and answers regarding the review process and other related matters can be checked on the above online system. In addition, whenever any changes are made during the process of a manuscript review, the relevant information is forwarded to the corresponding author and the first author. Submission instructions are available on the website. In case of any trouble, please contact the editorial office (email: diabetes@kams.or.kr).

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You will first be requested to complete the Author Checklist (https://e-dmj.org/file/DMJ-checklist.pdf). Before submitting a new manuscript, please ensure that every point listed in the Author Checklist has been addressed. Before logging into the online submission system, you should prepare the following documents, which you will be asked to upload during electronic submission:

Manuscripts must be accompanied by a title page that should include the following information:

- A full statement to the editor about all submissions and previous reports that might be regarded as redundant publications of the same or very similar work.
- A statement of financial or other relationships that might lead to a conflict of interest.
5. MANUSCRIPT CATEGORIES AND FORMAT

5.1. General Principles

1) Manuscripts should be prepared using Microsoft Word (.doc). All portions of the manuscript, including the title page, abstract, main text, acknowledgments, references, individual tables, and figure legends, should be double-spaced with a font size of 12 and a 3 cm blank margin on both sides, top and bottom of A4-sized paper (21×30 cm) or North American letter-sized paper (8½×11 in). The numbers on each page of the manuscript should be placed at the center of the bottom in a sequential manner starting from the title page.

2) Abbreviations should only be used when absolutely necessary for clarity. In cases in which the use of the abbreviation is desirable due to repetition, the abbreviation should be expressed in parentheses when the corresponding terminology first appears in the manuscript.

3) Laboratory measurements should be used in SI units (International System of Units). However, in some cases, non-SI units (Conventional Units) can also be used in a versatile manner. But the usage of units should be consistent.

4) For the specific study design, it is recommended that authors follow the reporting guidelines, such as CONSORT (http://www.consort-statement.org) for randomized controlled trials, STROBE (http://www.strobe-statement.org) for observational studies, PRISMA (http://www.prisma-statement.org) for systematic reviews and meta-analyses, and CARE (https://www.care-statement.org) for case reports. A good source for reporting guidelines is the EQUATOR Network (https://www.equator-network.org/) and U.S. NIH/NLM (https://www.nlm.nih.gov/services/research_report_guide.html).

5.2. Original Articles

The manuscript should be arranged in the following order: title page, abstract and keywords, main body (introduction, methods, results, discussion), acknowledgments, funding statements, conflicts of interest, funding statements, acknowledgments, references, tables, and figure legends. Original articles should be no more than 4,000 words (excluding abstract, references, figure or table legends), include no more than 50 references, and have no more than 6 figures/tabsles.

1) Title page

Manuscripts must be accompanied by a title page that should include a title, a short running title of less than 50 characters, including spaces, authors’ names, and their affiliations. The title page must also include conflicts of interest, authors’ contributions, ORCIDs (Open researcher and contributor IDs) of corresponding and first authors, funding, and acknowledgments. dmj has adopted a double-blind peer review process. When submitting a manuscript, this information should not be included in the main text. After acceptance, this section will be published after the Discussion section.

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• Corresponding author: The corresponding author’s name, postal code, address, and email should be included.

• Running title: A running head of no more than 50 characters including letters and spaces should be included in English.

• Conflicts of interest: Any potential conflicts of interest relevant to the manuscript should be described. If there are no conflicts of interest, authors should state that none exist.

• Author contributions: The individual contributions of the authors to the manuscript should be specified in this section. The contributions must be described using CRediT (Contributor Roles Taxonomy; https://credit.niso.org/).

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2) Abstract and Keyword

• The abstract must be self-contained and clear without reference to the text.

• The abstract of the original article should be concise (less than 250 words) and describe concisely the Background, Methods, Results, and Conclusion, in a structured format.

• Three to ten keywords, reflecting the manuscript contents, must be provided at the end of the abstract in MeSH in Medline (http://www.nlm.nih.gov/mesh/MBrowser.html).

• The clinical trial registration number must be provided at the end of the abstract.

3) Main text

• The main text should be structured as Introduction, Methods, Results, and Discussion. Use headings and subheadings in the Methods section and Results section. Every reference, figure and table must be cited numerically in the
order mentioned in the text.

• Introduction: A context or background for the study should be provided. State the specific purpose or research objective of, or hypothesis tested by, the study or observation. Cite only directly pertinent references, and do not include data or conclusions from the work being reported.

• Methods: Materials, methods, and study design should be presented in detail. 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. Ensure correct use of the terms sex (when reporting biological factors) and gender (identity, psychosocial, or cultural factors). In experimental research, methods should be described in such a manner that the experiments can be reproduced by the readers. The sources of special chemicals or preparations should be given (name of company). The method of statistical analysis and the criteria for determining significance levels should be described. Describe statistical methods with enough detail to enable a knowledgeable reader with access to the original data to judge its appropriateness for the study and to verify the reported results. A statement concerning approval by an independent local, regional, or national review body (e.g., ethics committee, IRB) and consent procedures must appear at the beginning of the Methods section.

• Results: A detailed description of the study results should be clearly arranged in a logical manner. In cases in which tables are used, the contents described in the tables should not be redundantly described in the main text, but the important trends and points should be emphasized.

• Discussion: New and important observations should be emphasized. A redundant description of the results is not acceptable. The significance and limitations of the observed findings should be described. There should be a link between the conclusions and the goals of the study. Conclusions not adequately supported by the data must be avoided.

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Authors should provide direct references to original research sources whenever possible.

• References should be listed in the sequence cited in the paper, and sequential numbers should be attached in the middle or at the end of the corresponding sentences in the body of the text. The reference list should be given at the end of the document, after the main text and acknowledgments (if applicable) and before the tables. Original articles are limited to 50 references. Reference numbers in the text should appear in chronological order in normal type and in square brackets (e.g., “In the study by Won et al. [23]...”).

• The names of authors must be listed by the last name and initials of first and middle names in each reference. List the first six authors followed by “et al” if there are more than six authors. Inclusive page numbers must be provided. The titles of journals should be abbreviated according to the style used for Medline (https://www.ncbi.nlm.nih.gov/nlm-catalog/journals).

• Journals

• Book and Book chapter

• Preprint

5) Tables

• Tables should be double-spaced and inserted on a separate page at the end of the text document, with the table number, table title, and legend given above the table.

• Titles of tables should be concise using a phrase and a clause. The first character should be capitalized.

• The numbers should be allocated accordingly in the order in which the table was quoted in the main text.

• The description of footnotes below the table should follow the order of that of the acronyms and symbols. Symbols should be marked with small alphabet letters in the order of their usage, such as a, b, c, d, e.

• Unnecessary longitudinal lines should not be drawn. Horizontal lines should be refrained from being used as much as possible.

• The content of tables should be easily understood.

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• Figures should be submitted separately from the text of the manuscript. All pictures and photographs should be of excellent quality with a resolution of more than 300 dpi and supplied either as JPEG, EPS, TIFF, PICT with RTF manuscripts, or embedded in the PDF file.

• Figures should be numbered consecutively according to the order in which they have been cited in the text.

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• Color figures and pictures can be used when appropriate.

• Photomicrographs should have internal scale markers. Ex-
plain the internal scale, and identify the method of staining in photomicrographs.

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- Arabic numerals should be used in the order that the figures are quoted in the main text.
- All pictures and photographs should be described in the legend with complete sentences rather than incomplete phrases or a clause.
- The description of footnotes below the figure should follow the order of that of symbols and then acronyms. Symbols should be marked with small alphabet letters in the order of their usage, such as a, b, c, d, e.

8) Supplemental data
Nonessential tables and figures may accompany articles as online-only supplemental files. All online-only supplementary files should be combined in one document file (whenever possible) and uploaded separately during the submission process. These files must be referenced in the main text of the manuscript at least once (e.g., “Supplementary Table 1”).

9) Graphical abstract
A graphical abstract serves as a visual summary of a paper’s main findings, presenting the article’s topic in an engaging pictorial format to captivate a diverse readership. Highlights, presented as concise bullet points (up to 5), convey the essential discoveries of the paper. Each bullet point should not exceed 85 characters, including spaces.

While authors are not required to submit a graphical abstract or highlights during the initial submission, acceptance of the manuscript mandates their inclusion. Both the graphical abstract and highlights will be featured in online content, the article PDF file.

5.3. Reviews
Review articles may be written by invitation or may be submitted for consideration by the editorial board. Manuscripts submitted as review articles will be subjected to the same review process as original research articles. Instructions for original articles should be followed for review articles. A review article should include an abstract not exceeding 200 words and keywords, for which the number of references should not exceed 150.

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The purpose of a brief report is to permit publication of novel and exciting findings in clinical and experimental studies that can be concisely presented. These manuscripts should include a short nonstructured abstract (180 words maximum), an introduction, methods, results, and discussion. The total manuscript length should not exceed 1,500 words, excluding references and abstract. Brief reports can include a maximum of 20 references and 2 figures or tables.

5.5. Editorials
Editorials in the dmj are written following an invitation from the journal’s editorial board to a senior investigator in the relevant field. The purpose of Editorials is to provide additional insights into original data contained within an article published in the journal. The number of references should not exceed 20.

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This is referred to as the criticism or opinions about a specific manuscript that is published in this journal in the past six months, with a maximum of 1,000 words, plus 10 references and normally no more than one table or one figure. Letters will be published at the discretion of the editor-in-chief.

6. PEER REVIEW AND ACCEPTANCE

6.1. Screening before Review
Submitted manuscripts are first reviewed by manuscript editors. Unless they meet submission criteria, they will be sent back to the authors for a resubmission after corrections have been made. Then, the priority of the submitted manuscript to dmj will be initially assessed by the associate editors. Before reviewing, all submitted manuscripts are inspected by Similarity Check powered by iThenticate (https://www.crossref.org/services/similarity-check/), a plagiarism-screening tool. If a too high a degree of similarity score is found, the Editorial Board will do a more profound content screening.

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Manuscripts deemed suitable will be reviewed by two or more experts in the corresponding field to assess the scientific quality of the paper. This journal uses double-blind review throughout the review process. If changes are needed, the editorial board may request authors to revise and amend the manuscripts. Authors of a revised manuscript must describe on a line-by-line basis how the manuscript was revised according to the instructions of the reviewers. Revisions must be received within 2 months from the date of the letter from the editorial board indicating that a revised manuscript would be considered for publication. If the revised manuscript is not returned within this period, the board will assume that the author has decided not to pursue publication. Based on the review results and revisions, the associate editor finally determines whether manuscripts are acceptable. Statistical editing is also performed if the data requires professional statistical review by a statistician.

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1) Who complains or makes an appeal? Submitters, authors, reviewers, and readers may register complaints and appeals in a variety of cases as follows: falsification, fabrication, plagiarism, duplicate publication, authorship dispute, conflict of interest, ethical treatment of animals, informed consent, bias or unfair/inappropriate competitive acts, copyright, stolen data, defamation, and legal problem. If any individuals or institutions want to inform the cases, they can send a letter via email (diabetes@kams.or.kr). For
the complaints or appeals, concrete data with answers to all factual questions (who, when, where, what, how, why) should be provided.

2) Who is responsible to resolve and handle complaints and appeals? The editor, editorial board, or editorial office is responsible for them. A legal consultant or ethics editor may be able to help with the decision making.

3) What may be the consequence of remedy? It depends on the type or degree of misconduct. The consequence of resolution will follow the guidelines of the COPE.

If not described above, the process of handling complaints and appeals follows the guidelines of the COPE (https://publicationethics.org/appeals).

7. MANUSCRIPT PROCESSING AFTER ACCEPTANCE

7.1. Final Version
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