***Asia-Pacific Journal of Oncology* Manuscript Template**

**General Instructions on using this template and submitting a manuscript to *AJO*:** Thank you for preparing a manuscript for submission to *AJO*. Using this template, or following the guidelines below, will help you format into our acceptable format.

Please use the actual template, which starts on the next page. When you are ready to submit, please delete the text on this cover page.

Each article should contain the following in order:

* **Title**
* **The names and addresses of ALL authors** (the corresponding author must provide an email address)
* **Running title**
* **Abstract** of no more than 250 words, and should **be** “structured” as introduction, methods, results and discussion, etc in **original research** and **NOT** be “structured” in **review paper**.
* **Keywords** (3–6 choices)
* **Main Text** (Key body of work, normally divided into sections and described by short headings)
* **Ethical policy**
* **Author contributions**
* **Competing interests**
* **Acknowledgments** (including any personal thanks as well as listing the source of research funds)
* **References** (of ALL articles cited in the text as well as all referenced datasets)
* **Table and figure captions** (numbered in sequence as they appear in the text)
* **Tables** (Begin each table caption with a lable “Table 1”, etc.) as a new paragraph
* **Figures** (Begin each figure caption with a lable, “Figure 1” for example; Figures should be submitted as separate files, such as TIFF or EPS files )

Several of these headings are optional, for example, not all papers will include, figures or tables. More specific formatting instructions are provided in the actual template, which follows.

**Title: How to Format Your Paper (REPLACE with YOUR REAL TEXT)**

**Authors:** Authors should be listed by first name followed by last name and separated by commas. Use superscript numbers to link affiliations. Any title, such as Ph.D., should be omitted. For example, Justin D Ellett1, James S Rosoff1,2 and Jone M Peter3

# Affiliations:

1Affiliations should be normally started with department, then university, followed by city and post code, Country, and end with a period. For example, Department of A, University of B, City 210000, Country.

2Each affiliation should be a separate paragraph.

3Each affiliation should be a separate paragraph.

**Correspondence:** Initials of given names and surname, and includes the email addresses. For example, Dr Jim Green (misiss8@hotmail.com)

**Running title:** Summary should be brief

**Abstract:** The abstract should be no more than 250 words, and be “divided” into introduction, methods, results and discussion, etc except for a review article. It should be one paragraph only.

**Keywords:** You; Have; 3–6 choices

# Introduction

In general, this should include a brief (a few paragraph) introduction. References should be cited by superscript numbers.1 Multiple reference citations are separated by commas but not spaced,2,3 or if a series, use dashes.4–6 When you have to specify other authors’ work, for example, Miller *et al.*7 is the correct citation format.

# Materials and methods

Statements of materials and methods how you carried out your research. This part can be divided into sections and described by short headings. The general way of AJO to indicate density, for example, is g ml-1, not g/mL. Please keep common density units like this. When you used software, you have to specify its version and full information, for example, *t*-test was carried out using SPSS version 11.5 (SPSS Inc., Chicago, IL, USA). If some reagent was used, the product information of company, city and country should be given. For example, PCR kit (Abc Biotechology Co. Ltd, Shanghai, China) was used for DNA sequences amplification.

# Results

All figures and tables should be cited in order, and also should be indicated with capital letters and bold labels, for example (**Figure 1 and Table 1**). Three or more figures or tables should be cited as, for example (**Figure 1–3**). This part can be divided into sections and described by short headings.

# Discussion

This part can be divided into sections and described by short headings.

# Ethical policy

Researches involving animal or human ethics should declare the details in the manuscript.

# Author contributions

Authors are required to include a statement to specify the contributions of each co-author. The statement can be up to several sentences long, describing the tasks of individual authors referred to by their initials. We suggest the following kind of format (please use initials to refer to each author’s contribution): JDE carried out the genetic studies, participated in the proteomic analysis and drafted the manuscript. JSR carried out the immunoassays and performed the statistical analysis. JMP conceived of the study, and participated in its design and coordination and helped to draft the manuscript. All authors read and approved the final manuscript.

# Competing interests

Define if there is competing financial interest. We suggest following format, for example: All authors declare no competing interests.

# Acknowledgments

Acknowledgments should be brief and can list the source of research funds.

# References

Examples of the *AJO* reference style are below. Do not use linked fields (produced by EndNote and similar programs). Please use the one-click button provided by EndNote to remove EndNote codes before submitting your manuscript.

Article within a journal:

1. Peng Z. title. *Asia-Pac J Oncol* 2008, **1(1)**: 1–8.

Complete book:

1. Armitage P. Statistical Methods in Medical Research. Oxford: Blackwell Scientific Publishers; 1971. p239.

Book chapter, or article within a book:

1. Moore LG, Asmus I, Curran L. Chronic Mountain Sickness: Gender and Geographic Variation. In: Ohno H, Kobayashi T, Masuyama S, Nakashima M, editors. Progress in Mountain Medicine at High Altitude. Tokorosawa: Japanese Society of Mountain Medicine; 1998. p114–9.

# Table

Table captions should be brief, with abbreviations and footnotes (if any) given below the table. Table should be three-line talbe. All tables should be listed one after the other. We suggest table captions as:

Table 1. Results of experiments

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Normal | BDa | EFb | GHc |
| Weights (mg) | 208.9±27.7 | 46.3±7.71 | 58.0±5.6 | 57.1±11.1 |
| T(ng ml-1) | 0.49±0.08 | 0.36±0.02 | 0.34±0.01 | 0.44±0.01 |
| LH(mIU ml-1) | 11.68±0.77 | 4.11±0.51 | 5.33±0.81 | 5.16±0.53 |
| FSH(mIU ml-1) | 1.64±0.19 | 1.48±0.20 | 1.45±0.15 | 1.55±0.24 |

Abbreviations: BD, Bbb Ddd; EF, Eee Fff; GH, Ggg Hhh.

a 1.5 g·kg-1 b 3.0 g kg-1 c 6.0 g kg-1

# Figure captions

Begin with a brief title for the whole figure, and continue with a short description of each panel, scale bar defined, and abbreviations used (if any). Please do not write a caption below each figure. All figure captions should be listed one after the other here.

Please use this figure checklist prior to submission:

## Suitable size/dimension

Figure should be sized as follows:

Maximum width within single column, 80 mm. Maximum width within double column, 160 mm.

## Figure font

Figures should use the following font: Arial, 5–8pt; for the amino acid, Courier, 5–7pt; figure labels should be brief, *e.g.* a, b, and should be Arial 8pt bold.

## Suitable file type

All figures should be submitted as separate files, for example TIFF images and EPS; all images should be supplied as high-resolution (more than 300dpi) and saved in such a way that different layers can be selected and edited. Multipart figures should NOT be supplied as separate files, but should be laid out in one file by the author. Do not supply images embedded in Microsoft Word or PowerPoint.