LETTER OF UNDERTAKING

Date: 24/11/16

The Editor,
Pakistan Journal of Medical Sciences,
Room No. 522, 5th Floor, Panorama Centre Bldg. No.2, Saddar, Karachi – Pakistan.

Dear Sir,

This is to confirm that the Manuscript entitled Mini Titanium plates; hearkening the end of non-rigid cranial bone flap fixation submitted for publication in Bi-Monthly **"Pakistan Journal of Medical Sciences"** has been read and approved by all authors, has not been published in any other journal, is being exclusively contributed to Pak J Med Sci and if accepted for Publication, it will not be published in any other medical periodical in Pakistan or Overseas. We also transfer all copyrights of this manuscript to Pakistan Journal of Medical Sciences.

Please also note that minimum publication charges for articles, manuscripts is Rs.15,000/- (in case of overseas US$ 275/-), Case Report / Brief Communications Rs.10,000/- (in case of overseas US$ 175/-) and Review Article Rs.20,000/- (in case of overseas US$ 400/-) upto 4 printed pages in the journal & Rs.1,000/- extra will be payable for each additional page. Overseas US$ 50/- for each additional page. Charges for photograph, films and illustrations are additional. Publication charges are payable in advance once the manuscript has been accepted for publication after peer review. **Please submit Ethics Committee Approval of the study.** *(This letter must be signed by all authors).* ***Do not contact us before three months after complete submission.***

Note: All manuscript from Pakistan must be accompanied with processing charges (Non Refundable) of Rs. 2000/- Fast track review Rs. 20,000/- Overseas US$ 200/-

Note: For fast track processing please check with us whether it is possible before making payment for fast track processing as this facility is made available in only a very few selected cases because of our limitations of human resource and financial constraints. It ensures peer review report within twelve weeks, but there is no guarantee of acceptance or publication. Authors are requested not to opt for fast track processing unless it is extremely essential. Normal peer review process takes 4 to 5 months though efforts are being made to accelerate this process. Plan for six to eight months from submission to acceptance after peer review. Contact the editor if you do not hear about your manuscript after three months.

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Note: The manuscript must contain paragraph describing the contribution of each author otherwise first three authors will be retained and all others listed as authors will be shifted to Acknowledgement section. Covering letter should state what information this study has added to medical literature & how it will affect clinical practice. Revised manuscript must be approved by all listed authors before re-submission.

Authorship Criteria

As per ICMJE guidelines the authorship should be based on the following criteria:

1. Substantial contributions to conception & design, or acquisition of data, or analysis & interpretation of data.
2. Drafting the article or revising it critically for important intellectual content.
3. Final approval of the version to be published. All those who meet the above three conditions are eligible to be included as Authors in the manuscript
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.

When a large multicenter group has conducted the work, the group should identify the individuals who accept direct responsibility for the manuscript. These individuals should fully meet the criteria for authorship/ contributorship defined above. Acquisition of funding, collection of data, general supervision of the research group does not qualify any one to be an author. All contributors who do not meet the criteria for authorship should be listed in the acknowledgment section. Those who provide technical support, writing assistance, or department chair who provided just general support should also be mentioned in acknowledgment. It is also important that all those whose names appear in acknowledgement must have given permission to be acknowledged.

NOTE: Please sign and return this Letter of Undertaking immediately.

Effective: April 8, 2016

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