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Aims and Scope

The Turkish Archives of Otorhinolaryngology (Turk Arch Otorhinolaryngol) is the scientific, peer reviewed, open access journal of the Turkish Otorhinolaryngology Head and Neck Surgery Society. The journal is released at three-month intervals, in March, June, September and December, and one volume of the journal comprises four issues. The journal’s publication language is English.

The aim of the journal is to publish qualified original clinical, experimental and basic researches on ear, nose, throat, head and neck diseases and surgery; reviews that contain sufficient amount of source data conveying the experiences of experts in a particular field; case reports and original images of rare clinical pictures which would shed light on the clinical practice and which were not previously published; letters from the readers and experts concerning the published studies; articles about general practice and subject of the journal with historical content, memories of scientific significance, educative and catechetical manuscripts about medical deontology and publication ethics.

Target audience of the journal includes academic members, specialists, residents and other relevant health care professionals in the field of ear, nose, throat, and head and neck disorders and surgery.

The editorial and publication processes of the journal are shaped in accordance with the guidelines of the International Committee of Medical Journal Editors (ICMJE), World Association of Medical Editors (WAME), Council of Science Editors (CSE), Committee on Publication Ethics (COPE), European Association of Science Editors (EASE), and National Information Standards Organization (NISO). The journal is in conformity with the Principles of Transparency and Best Practice in Scholarly Publishing (doaj.org/bestpractice).

Turkish Archives of Otorhinolaryngology is indexed in PubMed Central, Web of Science—Emerging Sources Citation Index, TUBITAK ULAKBIM TR Index, DOAJ, EBSCO, CINAHL and ProQuest.

Processing and publication are free of charge with the journal. No fees are requested from the authors at any point throughout the evaluation and publication process. All manuscripts must be submitted via the online submission system, which is available at www.turkarchotolaryngol.net. The journal guidelines, technical information, and the required forms are available on the journal’s web page.

All expenses of the journal are covered by the Turkish Otorhinolaryngology Head and Neck Surgery Society. Potential advertisers should contact the Editorial Office. Advertisement images are published only upon the Editor-in-Chief’s approval.

Statements or opinions expressed in the manuscripts published in the journal reflect the views of the author(s) and not the opinions of the Turkish Otorhinolaryngology Head and Neck Surgery Society, editors, editorial board, and/or publisher; the editors, editorial board, and publisher disclaim any responsibility or liability for such materials.

All published content is available online, free of charge at www.turkarchotolaryngol.net. Printed copies of the journal are distributed to the members of the Turkish Otorhinolaryngology Head and Neck Surgery Society, free of charge.

The Turkish Archives of Otorhinolaryngology is an open access publication and the Journal’s publication model is based on Budapest Open Access Initiative (BOAI) declaration. Journal’s archive is available online, free of charge at www.turkarchotolaryngol.net. The Turkish Archives of Otorhinolaryngology’s content is licensed under a Creative Commons Attribution 4.0 International License.

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CONTEXT

The Turkish Archives of Otorhinolaryngology (Turk Arch Otorhinolaryngol) is an international, scientific, open access periodical published by independent, unbiased, and double-blinded peer-review principles. The journal is the official publication of the Turkish Otorhinolaryngology Head and Neck Surgery Society, and published quarterly in March, June, September and December. The publication language of the journal is English.

The aim of the journal is to publish qualified original clinical, experimental and basic researches on ear, nose, throat, head and neck diseases and surgery; reviews that contain sufficient amount of source data conveying the experiences of experts in a particular field; case reports and original images of rare clinical pictures which would shed light on the clinical practice and which were not previously published; letters from the readers and experts concerning the published studies; articles about general practice; scientific significance, educative and catechetical manuscripts about medical deontology and publication ethics.

EDITORIAL AND PUBLICATION PROCESS

The editorial and publication processes of the journal are shaped in accordance with the guidelines of the International Council of Medical Journal Editors (ICMJE), the World Association of Medical Editors (WAME), the Council of Science Editors (CSE), the Committee on Publication Ethics (COPE), the European Association of Science Editors (EASE), and National Information Standards Organization (NISO). The journal conforms to the Principles of Transparency and Best Practice in Scholarly Publishing (doaj.org/bestpractice).

Originality, high scientific quality, and citation potential are the most important criteria for a manuscript to be accepted for publication. Manuscripts submitted for evaluation should not have been previously presented or already published in an electronic or printed medium. The journal should be informed of manuscripts that have been submitted to another journal for evaluation and rejected for publication. The submission of previous reviewer reports will expedite the evaluation process. Manuscripts that have been presented in a meeting should be submitted with detailed information on the organization, including the name, date, and location of the organization.

PEER REVIEW PROCESS

Manuscripts submitted to The Turkish Archives of Otorhinolaryngology will go through a double-blind peer-review process. Each submission will be reviewed by at least two external, independent peer reviewers who are experts in their fields in order to ensure an unbiased evaluation process. The editorial board will invite an external and independent editor to manage the evaluation processes of manuscripts submitted by editors or by the editorial board members of the journal. The Editor in Chief is the final authority in the decision-making process for all submissions.

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When you are discussing others’ (or your own) previous work, please make sure that you cite the material correctly in every instance.

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2. Drafting the work 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.

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Authors are required to submit the following:

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• ICMJE Potential Conflict of Interest Disclosure Form (should be filled in by all contributing authors) during the initial submission. These forms are available for download at www.turkarchotolaryngol.net.

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• Grant information and detailed information on the other sources of support,
• Name, address, telephone (including the mobile phone number), and email address of the corresponding author,
• Acknowledgment of the individuals who contributed to the preparation of the manuscript but who do not fulfill the authorship criteria.

Abstract: An abstract should be submitted with all submissions except for Letters to the Editor. The abstract of Original Articles should be structured with subheadings (Objective, Methods, Results, and Conclusion). Please check Table 1 below for word count specifications.

Keywords: Each submission must be accompanied by a minimum of three to a maximum of six keywords for subject indexing at the end of the abstract. The keywords should be listed in full without abbreviations. The keywords should be selected from the National Library of Medicine, Medical Subject Headings database (https://www.nlm.nih.gov/mesh/MBrowser.html).

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Units should be prepared in accordance with the International System of Units (SI).

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<th>Reference limit</th>
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<td>30</td>
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<td>5 or total of 10 images</td>
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<td>Review Article</td>
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<tr>
<td>Case Report</td>
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Review Articles: Reviews prepared by authors who have extensive knowledge on a particular field and whose scientific background has been translated into a high volume of publications with a high citation potential are welcomed. These authors may even be invited by the journal. Reviews should describe, discuss, and evaluate the current level of knowledge of a topic in clinical practice and should guide future studies. The main text should contain Introduction, Clinical and Research Consequences, and Conclusion sections. Please check Table 1 for the limitations for Review Articles.

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Figures, graphics, and photographs should be submitted as separate files (in TIFF or JPEG format) through the submission system. The files should not be embedded in a Word document or the main document. When there are figure subunits, the subunits should not be merged to form a single image. Each subunit should be submitted separately through the submission system. Images should not be labeled (a, b, c, etc.) to indicate figure subunits. Thick and thin arrows, arrowheads, stars, asterisks, and similar marks can be used on the images to support figure legends. Like the rest of the submission, the figures too should be blind. Any information within the images that may indicate an individual or institution should be blinded. The minimum resolution of each submitted figure should be 300 DPI. To prevent delays in the evaluation process, all submitted figures should be clear in resolution and large in size (minimum dimensions: 100 × 100 mm). Figure legends should be listed at the end of the main document.

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Case Reports

201 ▶ A Case with Brown-Vialetto-Van Laere Syndrome: A Sudden Onset Auditory Neuropathy Spectrum Disorder
Başak Mutlu, Merve Torun Topçu, Ayça Çiprut; İstanbul, Turkey

206 ▶ Fibroepithelial Polyp Originating from the Nasal Septum
Marko Stoiljkov, Aleksandar Perić; Bar, Montenegro; Belgrade, Serbia

209 ▶ REVIEWER LIST
Dear Colleagues,

We are happy to announce that as a result of our continuing efforts to improve the publication quality of the Turkish Archives of Otorhinolaryngology (TAO), Directory of Open Access Journals (DOAJ) accepted the journal for coverage as of 2019. As you may know, we were already indexed in Web of Science, PubMed Central and TUBITAK ULAKBIM TR Index (which is important for a Turkish publication). Our next target is Science Citation Index Expanded!

There has been a significant increase in the number of manuscript submissions we receive following the acceptance of our journal to these international indexes.

Introducing our journal to the international audience during the European Otorhinolaryngology-Head & Neck Surgery Congress held in Brussels and the American Academy of Otorhinolaryngology-Head and Neck Surgery Congress in New Orleans also helped improving the visibility of TAO. We were also able to track this through the number of visitors our content attract within PubMed.

A short summary about the submitted manuscripts and their fate in TAO reveals that a total of 215 new papers were received in 2019. We have published 28 clinical trials, 11 case reports, two reviews, one letter to the editor and one original image. One of the pleasing points is that 30% of the papers we have received in 2019 were international from many different countries such as India, Greece, Korea, Spain, Republic of Iran, Malaysia, Japan, Bosnia and Herzegovina, Italy, Azerbaijan, Morocco, Nepal, Thailand, Pakistan, Portugal, Serbia, the USA and the United Kingdom.

In parallel with the rise in the number of submitted manuscripts, the burden also increased for our reviewers. We are grateful to them for their complimentary efforts. We also would like to thank the authors who chose TAO to submit their valuable papers to. The final appreciation is to our readers and Turkish Otorhinolaryngology Head and Neck Surgery Society for their precious support.

We hope that the new year will bring peace, health, happiness and success.

On behalf of the Editorial Board
Turgut Karlıdağ, MD