Author Guidelines

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Description

Mission: The purpose of Aperture is to enable a diverse approach to sharing and communicating high quality, community-based, cost-efficient open neuroscience while bringing transparency and interactivity to the publishing process.

Scope: Aperture is an open-access peer-reviewed online journal that was created by members of the Organization for Human Brain Mapping to share and promote research that goes beyond the traditional PDF. Aperture encourages and welcomes both OHBM members and non-members to submit. Aperture is looking for research that will enhance, innovate, and advance neuroscience.
Aperture publishes articles (research reports and reviews) as well as other research objects, including tutorials, conference packages, workshops, processing pipelines, software, simulations, computational notebooks, and datasets.

There are no submission fees. Authors that have their work accepted for publication will be required to pay an Author Processing Charge. For nonmembers, the Author Processing Charge is $1,000.00, but for members, the APC is reduced to $800.00.

**Hardship Policy:** Aperture will allow the Author Processing Charge to be waived for authors who reside and work in countries ranking low on The World Bank's country income classification list. Aperture may also include other countries or specific laboratories on a case-by-case basis. If you feel you qualify for a fee waiver, contact the journal manager.

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**Review Process**

Aperture strongly encourages an open peer-review process where reviewers sign their reviews but does not require it. The authors will be known to handling editors and reviewers. When completing their review, reviewers will be asked if they would like to sign their review upon publication.

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**Research Object Types and Requirements**

**Original Research Articles**

Original Research articles are reports that analyze and explain evidence and data in all areas of brain imaging and assessment, including those at the interface of other disciplines. The aim of which is to elevate research standards and accelerate the dissemination of useful tools and information. Aperture will not reject a study that produced negative results provided the authors can demonstrate that they have employed adequate methodology. There are no figure restrictions. Formatting should follow the standard Abstract, Introduction, Materials and Methods, Results, Discussion, and Conclusion sections.

**Review Articles**

Review articles evaluate previously published material or address areas of current interest that lie within Aperture’s scope. A review article should offer a critical perspective. Review articles should include a title, abstract, and critical discussion of the topic. If you are interested in
submitting a review article, please contact the Editor-in-Chief with a proposal that outlines the motivation, scope, and novelty of the review before submitting.

**Replication Studies**
Aperture will accept studies where researchers attempted to replicate research from other parties. Authors wishing to submit a replication study should consider the following:

- What was the motivation for the study and does the underlying motivation fit with the mission and scope of Aperture?
- Is the original work being replicated open-source and easily accessible (does not have a paywall) by editors, reviewers, and researchers?
- Independent of whether the replication study was successful or not, can the authors make a case for the study, its relevant implications, and its potential for being cited?

**General Tutorials**
As part of the Organization for Human Brain Mapping’s commitment to education, Authors should submit tutorials that are entirely open, depending on the media types involved. The tutorial should fall within the scope of Aperture and serve an important function to the neuroscience and brain mapping community. Tutorials should have an introduction that walks readers through the basic components of the tutorial and include discussion or answer questions that would likely arise during an education session or course on the method or topic involved.

**Complete Conference Packages:**
Rather than submit a poster abstract, Authors can submit their entire conference/meeting presentations, including abstracts, transcriptions, and the associated papers. For conference package submissions please write a comprehensive summary in accordance with the Aperture guidelines and include the name, date, and location of the conference attended as well as the name of the authors’ presentation/s. Authors wishing to include a Poster, PowerPoint or video presentation should link to where this is accessible on the conference home platform. If the conference platform is not accessible or open-access, authors should include a program detailing their presentation/participation or upload the program on different host sites (see our guidelines for sharing supplementary materials). It is highly recommended that you include captioning for any video recording.

**Software, Data, and other Innovative Research Objects**
Authors are welcome and encouraged to think beyond the traditional PDF research report and may consider submitting the following as supplementary materials or as separate Research Objects:
**Notebooks:** Authors can submit Notebooks such as Jupyter Notebook. Submissions should include as much supporting information as possible. Reviews will both test the technical soundness (the Notebook will be run) as well as the scientific content.

**Software:** Submissions should include additional information about the software. Submissions involving software should include a brief overview of the purpose and implications of the work and the software should be open source and versioned.

**Datasets:** Authors have the opportunity to submit well documented and accessible datasets. Data submissions are required to include a complete description of the data. Datasets should follow community standards for enhanced reusability.

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**Language**

We ask that you use either American English or British English and remain consistent. The author should contact the Journal Manager before submitting their Research Object if they are concerned about editing or grammar.

All submissions should use inclusive language. Inclusive language promotes equal opportunities and acknowledges diversity. Authors should ensure that writing is free from bias, stereotypes, or slang. Aperture also requests that authors use gender-neutral language whenever possible.

Research objects should be thoroughly checked for both grammar and spelling. Aperture recommends that authors keep spell check on or use an editing and grammar tool to help with the editing and revision phases.

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**Authorship**

Aperture understands that when submitting some Research Objects, there may be questions about authorship. For Aperture’s purposes, the platform defines authors and contributors according to the [ICMJE recommendations](https://www.icmje.org/recommendations). 

**Authors:** An author should be someone who has made a significant contribution to the Research Object and has helped with the creation and revision of any written materials surrounding the work. All authors should have given final approval of the work and be accountable for all aspects
of the Research Object. An author should also be able to identify/explain the contributions of other co-authors and contributors.

Contributors: A contributor is any individual that does not meet the full criteria of authorship, but has still had a hand in the work.

We ask that you list all authors and contributors (these will be entered as “authors” in the platform) who were part of your research. You will be guided to enter all the authors and contributors as a separate step in the Submission Process. If you are listing a large number of contributors or co-authors that already exist as a group, it is not necessary to list each individual, but please reference the consortium, lab, or group that contributed to your work. If you will be referencing a database or group, have a separate section for this within your manuscript or summary.

Preparation your Research Object

New Research Object Submissions
Authors will log onto the Aperture Journal Submission Dashboard to begin the submission process. When you are ready to submit your Research Object, please use your OHBM member username and password to log into the Aperture submission page. If you are not an OHBM member, you will have the option to create an Aperture profile.

Once we receive your Research Object, you will be notified via email. You will not be able to edit your Research Object at any time during the review process unless directed to do so by the Journal Manager.

For authors submitting a standard research report or review article, we strongly encourage that you use a preprint server. We cannot support the upload of PDFS at this time, nor can we publish works using a cloud-based shared document such as a dropbox or Google Doc link.

Please refer to our guide for sharing and linking supplementary materials. You will have the opportunity to copy and paste a research article in the Submission Platform, but Aperture recommends that authors use this step only for the Comprehensive Summary and instead link to a reliable external hosting site.

Cover Letter
Please include a cover letter with your submission. You will be asked to upload your cover letter as a separate document in the submission platform. This letter should be addressed to Aperture’s
Editorial Team and include any relevant information you feel will aid the Editor-in-Chief in the consideration of your work.

Title
Titles are limited to 300 characters and should contain major keywords. Please do not use Subscript, Superscript, boldface, and/or italics in your title.

Comprehensive Summary
All Research Objects must include a comprehensive summary that will serve as the “cover page” of your submission. This is different from the abstract and the cover letter. Keep the lay-public in-mind when creating this overview as this summary will be the first thing audiences will see when visiting your publication on the Aperture site.

This summary will also include one image or figure. You do not have to section your comprehensive summary but the text should flow smoothly and be structured in a logical way. Enter your Comprehensive Summary in the Summary/Full Research Object step in the submission process.

This comprehensive summary will contain
- Title
- Authors
- A text summary (300-500 words)
- A visual summary (one figure that best communicates the work)
- Links, attachments, and any supporting documents

Visual Summary
Authors will submit a single image, table, or figure to accompany the Comprehensive Summary. Consider this the “graphical abstract” of the work. Choose a figure that complements your main findings. The visual summary should “read” well and avoid elements that may distract the reader. See the figure guidelines for specific image requirements.

Formatting requirements for Standard Research Reports and Replication Studies

When submitting a traditional research report, please allow for a maximum length of 5,000 words (not including references), and please include any necessary supplementary materials in your submission. For specific articles where you feel you will go over the maximum word count, please include a rationale for this in your cover letter. Standard Research Reports should be separated into the following sections:

- Comprehensive Summary
- Abstract and Keywords
You will have the option to either copy and paste your Research Object into the Submission platform or link to a separate PDF. Please make sure your headings and subheadings are easily recognizable and separate from the main text. When linking to a PDF, please use a standard font type and font size that is easily readable across multiple devices (tablets, computers, smartphones etc) in your PDF.

**Abstract**
The abstract should be 300-350 words and formatted as a single paragraph. The abstract should summarize the main concepts and conclusion of the paper. The abstract should not mislead or overinterpret findings. Please spell out abbreviations when they are first being used.

**Introduction**
In the introduction, discuss the motivation for the study, include any necessary background or contextual information as well as a review of relevant work, and a hypothesis.

**Methods**
Authors should provide enough detail to allow the Research Object to be reproduced. Methods that are already published should be summarized and cited. When you are quoting directly, use quotation marks and cite the source. Please describe any modifications to existing methods.

**Figures**
When submitting a self-contained Research Object, authors have the opportunity to submit accompanying figures, images, and graphs using the “Figures Tab” in the submission process. Figures will not be formatted within your Research Object and so authors should add captions to guide readers. You cannot embed captions in your figure but will be able to add captions once a photo is uploaded. There are no limits to the number of figures you can include in your work.

If linking to a PDF with already formatted figures, authors are still required to upload one image using the “Figures Tab” to serve as the visual component to the cover page of a Research Object.

When uploading figures please be aware of the following:

- Figures should be less than 10 MB in size
- Figures should have a resolution of 300 dpi, with a minimum width 1,800 pixels
- Acceptable file formats include JPG, PNG, and GIF
• Please be mindful of sizes and consistency when uploading images and figures. You do not have to keep all your figures the same size but consider what is helpful to the reader, the format of the image, and the fact that these images will not be embedded within the work.

• If you would like to include a caption for your figure, you will have the opportunity to do so once you upload a figure. Please make sure your caption number matches the text included in the Full Research Object tab.

References
There is no limit to the number of resources an author can cite in their work as long as these citations significantly enhance/support the work.

Any References included in the Reference section must be cited in the text.

All Aperture authors will be asked to copy and paste their references using the blank text box provided in the submission process.

References should be formatted according to the Vancouver Style, see the examples below.


If your references are not in Vancouver Style, we will not be able to publish your submission. If your references are already formatted in a different style, you can use a number of citation style generators to format them for Aperture.

Authors are encouraged to critically consider gender and geographical aspects of citations in their work and strive for balance in the resources they chose to cite.

Formatting requirements for Review Articles
When submitting a review article, you may link to a PDF or copy-paste the article directly into the submission platform. Review articles do not need subdivisions but you will be asked to include a comprehensive summary and at least one figure with your article. If the review does have subsections, follow the same requirements for the Standard Research Reports outlined above. The review article should be timely, relevant, and fit the scope and vision of Aperture. Keep the article to 5,000 words. If you feel you will exceed this word limit, please include the rationale for this in your cover letter.
Formatting Requirements for Tutorials
The tutorial should fall within the scope of Aperture and serve an important function to the neuroscience and brain mapping community. Tutorials should have an introduction that walks readers through the basic components of the tutorial and include discussion or answer questions that would likely arise during an education session or course on the method or topic involved.

Formatting Requirements for Conference Packages
Authors who wish to submit conference packages may do so. For conference package submissions please include the name, date, and location of the conference attended as well as the author’s presentation/s. This will be included in the comprehensive Summary and can be entered into the Research Object Submission platform under “Complete Research Object.” Please Use the following as a guide:

Title of Presentation/Abstract
Presented by/Authors:
Conference Name:
Date:
Location:
Authors can link to the conference website and share any other links relevant to the author’s presentation/participation at the conference. Authors wishing to include a PowerPoint or video presentation should link to where these are accessible on the conference platform. If the conference platform is not accessible or open-access, authors should include a program detailing their presentation/participation (to be linked as a PDF). When submitting recorded PowerPoint presentations, please include the PowerPoint as a linked PDF as well as the entire recorded presentation.

Formatting Requirements for sharing Jupyter Notebooks, Software, and Data
Authors submitting a Jupyter Notebook should ensure that they are using an open-source and accessible repository to share their work. Please link to this repository using the “Research Object Types” Form in the “Forms” tab on the Submission Platform. Authors submitting code and software should follow these guidelines.

1. Software should be Open Source as defined by the [https://opensource.org/osd](https://opensource.org/osd). However, if your software is not or cannot be open source, we ask that you provide the reason and the implications/interests involved.

2. The first author or first listed author should be the main contributor of any code or software submitted.

3. Please explain, in-depth, the research applications of your software. You can do so in
your abstract and comprehensive summary

4. Your software should be hosted on a trusted repository with reliable and open access.

5. Please include a Comprehensive Summary of the software demonstrating its need, applications, and any other relevant information for researchers, reviewers, editors, and readers.

6. When submitting code or software, Aperture requires a time-stamp of the original submission and recommends that all subsequent updates to the work are timestamped. Software and code research objects should have a versioning mechanism. Only the original time-stamped Research Object at the time of submission will be peer-reviewed.

7. Authors may submit any relevant data separate from any study or research paper as long as the data shared complies with the General Data Protection Regulation. Please explain your reasons for sharing the data and any relevant implications to consider.

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**Supplemental Materials and Links**

Aperture encourages authors to link to supplemental materials or Research Objects that are hosted on external platforms. Aperture also welcomes pre-prints. At this time the Aperture platform cannot support the upload of PDF’s or Jupyter Notebooks, but you will be able to link to these items. If published, your materials will be included as links in your Research Object.

Authors who will be linking to external materials must ensure that Research Objects are hosted at trusted repositories that have a high level of access and reliability into the foreseeable future. If you are linking to an external hosting site or pre-print server we ask that you use a repository that has been in continuous operation for at least 5 years. You are sharing your Research Object in good faith that researchers will be able to access your work in the years to come. If the server or hosting site you have linked to goes down, please contact the Journal to resubmit/modify/edit your Research Object. You may not link to a lab-operated, University-operated, or personal website.

Any linked or shared research must be accessible and browsable online without a paywall or registration. If submitting open-source software or code, individuals must be able to clone the software without registration or paid access and create tickets or notify the author of issues in the hosting platform.

Examples of reliable and acceptable preprint and hosting servers include: *We draw this list from [Scientific Data’s Recommended Data Repositories](#)*
• Github Repository
• NeuroLibre
• BioRxiv
• The Winnower
• PsyArXiv
• PrePubMed
• OpenNeuro (formerly OpenfMRI)
• G-Node
• Neuroimaging Informatics Tools and Resources Collaboratory (NITRC)
• EBRAINS
• Dryad Digital Repository
• Figshare
• Harvard Dataverse
• Open Science Framework
• Zenodo
• Mendeley Data

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**Ethical Considerations**

If your Research Object involves human or animal subjects, please include a statement of ethical approval in accordance with the ethical standards of the 1964 Declaration of Helsinki and its later amendments or comparable ethical standards in the text of your Research Object. The text must appear before the references.

If doubt exists whether the research was conducted in accordance with the 1964 Helsinki Declaration or comparable standards, the authors must explain their methods, and demonstrate that an independent ethics committee or institutional review board explicitly approved the doubtful aspects of the study.

When reporting experiments on animals, authors must indicate that the institutional and national guidelines for the care and use of laboratory animals were followed.

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**Declaration of Interest Statement**
Aperture is committed to the highest standards of excellence when it comes to Peer Review and published Research Objects. All authors, editors, and Peer Reviewers are required to declare any conflicting interests that could negatively impact the integrity of the journal. You will be prompted to complete a Declaration of Interest form during the submission process.

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**Data Availability**

Aperture requires Data availability statements with any Research Object that includes data or code. One or two sentences is sufficient, but the statement should let readers and reviewers know where to find your data and if the data are publicly available. You may include hyperlinks to archived datasets. The authors will be prompted to include any relevant availability statements during the submission process.

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**Copyright and Author Licensing**

All submissions to Aperture are called Research Objects and will be published under a Creative Commons Attribution License. Under this license, authors will maintain copyright but individuals are able to share, copy, and redistribute your Research Object. Individuals are also able to adapt and build upon the work provided credit is given to the original author.

Authors may not submit material for which they do not have copyright.

Please ensure that all material is your own and can be published under this license. It is the authors’ responsibility to obtain permission to include copyrighted images or materials.

The authors will grant Aperture a license to publish the work and obtain the appropriate permissions for any copyrighted material. Authors agree to apply a Creative Commons Attribution License to the work.
Research Object Submission Checklist

All submissions to Aperture must include:

- Name
- Affiliation
- Email and a full address
- Cover Letter to the Editor-in-Chief
- 1-2 page comprehensive summary describing submission, relevant implications, and timely information to consider. This will be used as a summary of your work and is different from the abstract. This comprehensive summary will contain (see below for details):
  - Title
  - Authors
  - A text summary (300-500 words)
  - A visual summary (one figure that best communicates the work)
  - Links, attachments, and any supporting documents

- A visual component to accompany a Research Object. A visual component can be an image or graphic already included in your research, or a logo. This will be used to help promote your published Research Object on the Aperture website, Twitter account, and OHBM blog.
- Data and Code availability statements
- Ethics Statements
- Declaration of Interest
- Type of Research Object
- Links, attachments, and any supporting documents
- Six potential reviewer suggestions (provided there is no Conflict of Interest)
- A selection of keywords/topics/categories to choose from to help match Research Objects to editors/reviewers
- Fee Waiver Application if eligible

After reading through all the submission guidelines. Please double-check all your materials and links. If linking to a preprint server or hosting site, we ask that you use reliable and accessible sites. For questions regarding preprint servers, or to confirm that your hosting site is acceptable, please email the Journal Manager at aperture@humanbrainmapping.org.

Ready to Submit?
Log in to the submission platform here