

INSTRUCTIONS FOR AUTHORS

The journal publishes general reviews, studies and clinical, epidemiological, experimental and laboratory research, clinical case presentation, papers from the history of medicine, reviews, scientific and technical state-of-the-art articles, medical informations and opinions. Only papers which have not been published or sent for publishing in other journals are accepted. The authors are responsible for the opinions expressed in the papers. *The paper must be edited both in Romanian and in English; the English version will be supervised by our collaborator Dana Brehar-Cioflec, MD, PhD; typed on white A₄ paper and on CD, DVD or Memory Stick.*

Manuscripts will not exceed:

- general reviews: 6-8 pages
- studies and researches: 5-7 pages
- case presentations: 2-4 pages
- reviews, scientific and technical state-of-the-art articles, medical informations and opinions: 1-2 pages.

The paper will be edited according to international editing rules for manuscripts. The title will be written in capital characters and it will be followed by the name and surname of the author (authors), followed by their place of work (place where the paper has been elaborated). Studies and researches will be followed by a brief abstract, followed by 3-4 key-words.

The body of the paper will be structured on the following chapters: introduction, aim, objectives, material and method, results and discussions, conclusions. The references will be presented alphabetically and in conformity to the Vancouver Convention, including:

- for articles: name of the authors and surname initials, title of the article in the original language, title of the journal according to the international abbreviation system, year of issue, volume, number, pages;
- for books: name of the authors and surname initials, volume, publisher (editors), city of publishing, year of issue.

Citation of references inside the body of the paper will be put between brackets, Harvard style (author, year) or Vancouver style (number in square brackets or superscript). Cited reference titles will be selected, maximum 6 for studies and case presentations and 12 for general reviews. Acceptance, rejection or the need of alterations in sent materials, or in iconography, will be communicated to the authors in due time. For this, the authors will indicate the person and address for correspondence (phone number, e-mail address). Given the less pleasant experience of the editorial board with some articles being rejected because they did not meet publishing criteria, we decided to support those who intend to publish in this journal by detailing the way such a paper should be elaborated, as well as our requirements.

Except some particular aspects concerning this journal, the following details are general requirements asked or imposed by other journals as well. Conditions to be met in order to propose a paper for publishing. The main author has the responsibility to make sure the article has been approved by all the other authors. The journal will have copyright

for papers accepted for publishing. The editorial board reserves the right to change the style and dimensions of an article (major changes will be discussed with the main author) and to decide the date of issue.

2. FIRST PUBLICATION

The editorial board will not consider a paper already reported in a published general review or described in a paper proposed to or accepted by another journal. This does not exclude papers which have been rejected by other journals. Also, papers which have been presented at a scientific meeting will be accepted for discussion if they have not been entirely or partially published in a similar publication. „Multiple“ publishing of the same study is seldom justified. One of the possible justifications is publishing in a second language but only if the following conditions are met:

- Editors of both journals involved are fully informed;
- Priority of the initial publication will be respected by a minimum publishing interval of two weeks;
- For the second publication, a shortened version will suffice;
- The second version strictly reflects data and interpretations in the first;
- A footnote may state: „This article is based upon a study initially published in [title of the journal]“.

3. PATERNITY

Paternity must reflect the common decision of the coauthors. Each author must have participated enough to take public responsibility for the content. A paper with collective paternity must have a key person responsible for the article.

4. COPYRIGHT

In order to reproduce materials from other sources, written agreement from the copyright owner must be obtained:

- photographer – for unpublished photographs;
- hospital where the photographer (physician) is employed – for unpublished photographs performed during the employment period;
- initial publisher – for a table, picture or text which have previously been published elsewhere.

5. ETHICAL ASPECTS

Do not use name of patients, initials or hospital observation charts numbers. If a photograph of a body part which could allow direct or deductive recognition of the patient needs publishing, then the paper must be accompanied by the written consent of the patient and clinician, as well.

6. PRESENTING THE MANUSCRIPT

6.1. CONTENT OF THE PAPER - INDICATIONS FOR ORIGINAL ARTICLES

Paper title [Book Antiqua 20, bold, left alignment]



Surname N.¹, Surname N.² [Book Antiqua, 14, bold]

¹ Author Affiliation (DEPARTMENT, FACULTY, UNIVERSITY, CITY/COMPANY) [10, italic]

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E-mail address: [10, italic]

Abstract [Book Antiqua, 12, bold, justify alignment]

Recommendations for original studies

Original studies must include a structured abstract of maximum 150 words, containing the following titles and informations: Aim and objectives; Material and methods; Results; Conclusions; Key words: give 3-5 key words; The abstract will be translated into an international circulation language.

Keywords: Innovation, technology, research projects, etc. [Book Antiqua 9].

INTRODUCTION [Book Antiqua, 11, bold, left alignment]

Introduction presentation of general aspects, in the context of the approached theme.

Introduction include **Aim and objectives** – Define the aim of the article. Briefly expose the rationale of the presented study or observation. Make strictly pertinent referals and do not exhaustively review the subject. Do not include data or conclusions from the paper.

There is a limitation of 4/6 pages. All pages size should be A4 (21 x 29,7cm). The top margins should be 2 cm, the bottom, right, margins should be 2cm and left margins should be 2,85 cm. All the text must be in one column and Book Antiqua font, including figures and tables, with single-spaced 10-point interline spacing.

***Aim and objectives* [Book Antiqua 11, bold italic, left alignment]**

The text included in the sections or subsections must begin one line after the section or subsection title. Do not use hard tabs and limit the use of hard returns to one return at the end of a paragraph. Please, do not number manually the sections and subsections; the template will do it automatically.

[Book Antiqua, 11 point, normal, justified alignment].

MATERIAL AND METHODS [Book Antiqua, 11, bold, left alignment]

Describe the selection of observations or subjects for the experiment (including controls). Identify methods, equipments (with the name and address of the manufacturer in brackets) and give sufficient details on procedures. Give references for the selected methods, including statistical methods; offer details and brief descriptions for previously published methods which are not well known; describe new or substantially modified methods, justify their use and assess their limitations. Precisely identify all used drugs and chemicals, including generic names, dosage and administration ways. Describe statistical methods with sufficient details for reported results to be verified. Whenever possible, quantify discovered aspects and present them with appropriate measurement indicators for the uncertainty or error of measurement (such as confidence intervals). [Book Antiqua, 11 point, normal, justified alignment].

RESULTS [Book Antiqua, 11, bold, left alignment]

Present results in a logical succession as text, tables and illustrations. Emphasize or briefly describe only important observations. [Book Antiqua, 11 point, normal, justified alignment].

DISCUSSIONS [Book Antiqua, 11, bold, left alignment]

Underline new, important aspects of the study. Do not repeat in detail data which have been presented in previous sections. Include implications of revealed aspects and their limitations, including implications for future studies. Connect your observations to other relevant studies. Relate the results to the aim proposed for the study. [Book Antiqua, 11 point, normal, justified alignment].

CONCLUSIONS [Book Antiqua, 11, bold, left alignment]

Organize conclusions which emerge from the study. In the end state: a) contributions to be acknowledged but which do not justify paternity right; b) thanks for technical support;

c) thanks for financial or material support. [Book Antiqua, 11 point, normal, justified alignment].

REFERENCES [Book Antiqua, 11, bold, left alignment]

A numbered list of references must be provided at the end of the paper. The list should be arranged in the order of citation in the text of the publication, assignment or essay, not in alphabetical order(according to the Vancouver rules). List only one reference per reference number. It is very important that you use the correct punctuation and that the order of details in the references is also correct.

- Books - Standard format - #. Author of Part, AA. Title of chapter or part. In: Editor A, Editor B, editors. Title: subtitle of Book. Edition(if not the first). Place of publication: Publisher; Year. p. page numbers.
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- E-Journals - Standard format - #. Author A, Author B. Title of article. Abbreviated Title of Journal [format]. year [cited year abbreviated month day]; vol(no): page numbers [estimated if necessary]. Available from: Database Name (if appropriate). URL.

Internet Documents - Standard format - #. Author A, Author B. Document title. Webpage name [format]. Source/production information; Date of internet publication [cited year month day]. Available from: URL. [Book Antiqua, 10 point, normal, justified alignment].

- [1] _____
- [2] _____
- [3] _____

6.2. CONTENT OF THE PAPER - INDICATIONS FOR CASE REPORTS

Content of the paper for case report will respect indications for original articles.

Themes may be selected from all medical fields. Manuscripts which offer a special gain for daily activity will have priority. The title must be clearly, precisely stated. It may be completed by a subtitle. It is advisable to include in the key words of the title the main message, the special element which may be observed from the case evolution. The content of a case report must be divided into three parts:

Introduction - It must include a maximum of 15 typed rows (half page). Here, the main medical problem is summarized in order to place the case in a specific domain.

Case report - It contains essential specific information on the case. In order to make a logical, chronological and didactical case report the following 5 chapters are needed:

- I. Anamnesis;
- II. Clinical examination data;
- III. Laboratory data;
- IV. Additional paraclinical investigations;
- V. Treatment and evolution.

Discussions - The reason for the case report must be stated. The report must be patient-centered. Occasional deviations from typical (characteristic) evolutions, nosologically important facts must be presented in such a manner to expose the clinical picture as completely as possible. The case report must not appear as an appendix of a general review. Dimensions of a case report: maximum 6-8 typed pages, 30 rows of 60 characters/page.

6.3. MEASUREMENT UNITS, SYMBOLS, ABBREVIATIONS

All measurements must be expressed in International System (IS) units. Abbreviations must be fully explained when first used.

6.4. TABLES

Tables are noted with Roman figures and they will have a brief and concise title, concordant with their content.

6.5. ILLUSTRATIONS

Number all illustrations in Arabic figures in a single succession. Apply a label on the back side of every illustration, containing its number and an arrow indicating the upper side. Coloured illustrations may be accepted but it is the choice of the editors, according to particular technical abilities of each journal issue, or it may involve a fee in special cases.

6.6. EXPLANATIONS FOR DRAWINGS AND GRAPHS

Explanation for drawings and graphs must be clear and in readable dimensions, considering the necessary publishing shrinkage.

6.7. PHOTOGRAPHS

Offer glossy, good quality photographs. Any annotation, inscription, etc. must contrast with the ground. Microphotographs must include a scale marker.

6.8. ILLUSTRATION LEGENDS

Include explanations for each used symbol, etc. Identify the printing method for microphotographs.

7. COPIES FOR PUBLISHING

In order to accelerate publishing, the main author will send a set of printed sheets presenting the final version of the paper, as it will appear in the journal. It is really helpful that texts to be also sent on electronic support, diacritic characters mandatory.

8. REJECTION OF PAPERS

If a paper does not meet publishing conditions, whatever these may be, the editors will notify the first author on this fact, without the obligation of returning the material. Original photographs or the whole material will be returned only if the author comes to the editor and takes them.

Papers submitted for publishing will be addressed to:

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