



MANUSCRIPT GUIDELINES FOR AUTHORS

For your guidance:

- Contributions should not exceed 4 printed pages (~2000 words) or approximately 10-12 typed pages.
- The title page should contain:
 - title of paper and short title;
 - full name of author(s), and affiliation(s);
 - key words (from 3 to 6) and a short abstract (250-350 words).
- Following the list of references, include name, address, email address and fax number of author responsible for handling correspondence and reprint requests.

You will help us greatly by observing the following points:

- Leave wide margins, and print text in Times New Roman or Arial 12pt, and 1.5 line spacing.
- Avoid footnotes.
- Do not include more than 15-20 selected references; **most importantly, please observe the house style.**
- Please use Word format (.doc). Do not use “.pdf”.
- Each file should be saved by using the name of the principal author, the place and date of the meeting and the short title/first words of the meeting (e.g. *Smith_Barcelona_April 2011_Post-Licensure*). The editor may be working on manuscripts from several conferences, so it is very important to identify your manuscript clearly with the information requested above.

We will standardise spelling and style to British English for the sake of consistency, particularly in the case of authors whose mother tongue is not English.

Titles

- Keep the main heading as concise as possible.
- Provide a **short title** of not more than 40 letters and spaces.

Abstract

- Restrict to 10-15 lines, emphasising the major points.

Text

- For original research, observe the following divisions: Introduction, Materials and Methods, Results, Discussion, Conclusions, (Acknowledgements), References.

For review articles, provide sub-titles for each section: Introduction, Sub-titles for each section, Conclusions, (Acknowledgements), References.

Section headings should be in capital letters, bold print. Sub-titles: first letter in uppercase, the remaining letters in lowercase, bold print.

Leave only one space after the period at the end of a sentence before beginning the next sentence.

Tables and Figures

- These should not be included in the text but placed **at the end of the manuscript**. Avoid erasures and provide either original or glossy photographs. Each table or illustration must have an independent caption. Figures will be published in black and white.
- **Tables** should be numbered in **Arabic** (not Roman) numerals. The number of each table **should be mentioned in the text**, e.g. « **Table 3 shows that...** »
- **Figures** (including photographs, diagrams, etc.) should be numbered in Arabic numerals and the reference to the Figure should be indicated in the text, e.g. (Fig. 3) or (Figs. 4 and 5) or « As shown in Figure 3.... ».
- **Photomicrographs** should show the scale (e.g. |---| 1 mm) or the magnification mentioned in the Figure legend.

References

- In the text, these are indicated by consecutive numbers enclosed in square brackets. **They are listed in the order of their citation in the text, not alphabetically.** Our requirements conform to the *Index Medicus* system and the “Uniform Requirements for Manuscripts Submitted to Biomedical Journals” the so-called “Vancouver Convention”. Please adhere to the rules of punctuation, using capital letters and spacing as given in the examples below. It is particularly helpful if authors comply with the house style, as removing unwanted full stops, commas and spaces is time-consuming. Titles of papers should be cited.
- **Periodicals**
 - 1 Kauffman HF, van der Heide S, Beaumont F, Blok H, de Vries K: Class-specific antibody determination against *Aspergillus fumigatus* by means of the enzyme-linked immunosorbent assay. III. Comparative study: IgG, IgA, IgM ELISA titers, precipitating antibodies and IgE binding after fractionation of the antigen. *Int Arch Allergy Appl Immunol* 1986;80:300-306.
(Note above: no full stops after abbreviations, no spaces between numerals)
- **Books**
 - 1 Hardy WD Jr, Essex M : FeLV-induced feline acquired immune deficiency syndrome : A model for human AIDS, in Klein E (ed) : *Acquired Immunodeficiency Syndrome*. *Prod Allergy*. Basel, Karger, 1986, vol 37, pp 353-376.

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