Instructions to Authors

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Papers categorized and accepted for publication oblige the author not to reproduce the paper elsewhere without the Editor’s consent and information where the paper was published first.

Manuscripts should be submitted to: *Infekčníologie*, Zágrin, Miroslav, 8. Instructions to authors are in accordance with the text - International Committee of Medical Journal Editors, Uniform Requirements for Manuscripts Submitted to Biomedical Journals. Am J Med 1988; 86:18S-45 and can be found in “Instructions to Authors” published in *Lekárenský časopis* where they were taken from.

1. Manuscript

The entire manuscript including all additions must be submitted in machine-readable format (other than original, other parts of figures and tables can be printed out). The manuscript must be double spaced with up to 30 lines on each page and with left margin of 4 cm. Review articles and original papers can be up to 15 typed pages long and case reports up to 8 pages with all additions. Manuscripts should take the following form:

1.1. The title should be in English and French typed on a separate page with the author’s full name and accurate name of the institution where the research was carried out. At the bottom of the page the address of the institution responsible for correspondence should be written which will be later on published in the article. It is necessary that the authors provide a short version of the title up to 60 characters for running heads.

1.2. The summary is to be submitted on a separate page, with no more than 150 words. It must include all relevant information presented in the paper: the aim of the work, the methods, relevant results with numerical data, basic conclusions.

1.3. Summary is in English is written on a separate page containing also the summary in English. Untranslated or poorly translated summaries will be translated or revised by the English language editor at the author’s expense. Untranslated summaries can be submitted too.

1.4. Key words. On the page containing the English summary, below the text, there should be 5-6 key words relevant for the present paper should be submitted.

1.5. The introduction should be brief, clearly presenting the problem and the aim of the research. Other parts related directly to the presented problem should be briefly described.

1.6. The methods used during research should be short but clear enough so the reader can reproduce the described research. Methods known from literature should not be described, only their original references should be named. Drugs should be described by their generic name.

1.7. The results of the research should be clearly and precisely presented and their significance should be statistically elaborated. SI units should be used.

1.8. Conclusion and discussion. The aim of the discussion is to interpret the results and compare them with the already known results from the same field which can bring about clear conclusions.

1.9. A separate page should contain academic degree, name and address of affiliated institution for all authors.

2. Tables and Figures

The paper should be accompanied by a reasonable number of tables and figures. Only representative drawings documenting the work should be added.

The tables: titles, descriptions of figures and text part of the tables and figures should be in both Czech and English.

2.1. Tables. Each table should be shown on a separate page with its original number connecting it to the text and a heading. Vertical column headings should be avoided. Instead, roman numerals or capital letters denoting each column should be used and explained in legends at the bottom of the table. Abbreviations should not be used in tables except for the usual units of measurement.

2.2. Figures. Each figure is also numbered in the order in which it appears in the text. Figure descriptions – legends – are typed on a separate page, also according to their original number.

Photographs in black and white should be submitted on glossy paper. On the back of each photograph place a label or write lightly in pencil the photo’s number and the paper’s title without the names of authors. Indicate the top edge of the photos. It is recommended that significant parts of the photos are marked with arrows (letarca, etc.). Patients should have their eyes covered with a black tape so they cannot be identified from the photos.

Drawings should be made in ink on white tracing paper and submitted in original (not photographs or copies). Letters and signs must be clear and usable thickness, and large enough to be fully legible after reduction.

Copies of tables and figures can be submitted only with copies of the paper. Publication of figures and tables from other sources must be accompanied with the permission of the publisher and author.

3. References

References, written on a separate sheet of paper, should be listed numerically in the order cited in the text (the first reference in the paper is number [1]). Paper citations must include all authors. References should be cited in the following manner:

*Journal article* (provide names of all authors when there are 6 or fewer; if there are 7 authors or more, list only the first three and add et al.):


*Group of authors*:

The Royal Marsden Hospital/Bone Marrow Transplantation Team. Failure of autologous bone marrow grafts without preconditioning in posthematopoietic marrow aplasia. Lancet 1977;2:242-4.

*Hormone*:


*Journal supplement*:


*Journal according to the number of name*:


Biology or works, individual authors:


*Editor*:


*Chapte of a book*:


*Proceedings*


*One work of a series*:


*Publications of agencies, societies etc.*


*Dissertations or thesis*:


*Other articles, newspaper articles*:


*Magazine articles (periodical publications)*:


Titles of journals should be abbreviated according to the usual abbreviations used by the Index Medicus.

In an accompanying letter, the author must confirm that all authors have seen and approved the manuscripts, and that the manuscript has not been published or accepted for publication in any other journal or book. Permission to reproduce figures and tables previously published in other journals or books must be clearly with the publisher and author.

The Editor is not obliged to publish papers according to their order of arrival. Statements expressed present the author’s opinion.

Manuscripts cannot be returned.

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