

## INSTRUCTIONS TO AUTHORS

*ACTA DERMATOVENEROLOGICA CROATICA (ADC)* is a quarterly peer-reviewed journal, indexed in Index Medicus/MEDLINE and Excerpta Medica/EMBASE. It publishes original scientific articles, short scientific communications, clinical articles, case reports, reviews, reports, news and comments, and announcements in the fields of dermatology and venereology.

### General Guidelines

Type the complete manuscript double-spaced, on one side of A4 bond paper, with a left side margin of at least 4 cm.

The manuscripts should not exceed 12-15 typed pages in case of original scientific papers, and 6-8 pages in case of short communications, clinical articles, case reports, and reviews.

The manuscripts should be written in English. The authors are responsible for ensuring that the English used is suitable for publication. All material is assumed to be submitted exclusively to this journal.

All manuscripts are subject to peer review.

### Preparation of Manuscripts for Submission

#### *Title Page*

The title page should carry (a) the title of the paper, which should be concise but informative; (b) full name of each author, with institutional affiliation; (c) name(s) of department(s) and institution(s) to which the work should be attributed; (d) name and address (with telephone and fax numbers as well as the e-mail address) of the author to whom requests for reprints should be addressed; (f) source(s) of support in the form of grants, equipment, drugs, or all of these; and (g) a short running head of not more than 40 characters (count letters and spaces) at the foot of the title page.

#### *Second Page*

The second page should carry a summary of not more than 250 words, followed by three to six keywords from the Medical Subject Headings (MeSH) list of Index Medicus.

#### *Manuscript*

The text of observational and experimental is usually, but not necessarily, divided into sections with the headings Introduction, Material (Patients) and Methods, Results, and Discussion. Long articles may need subheadings within some sections to clarify their contents, espe-

cially Results and Discussion sections. Other types of articles, such as case reports, reviews, and editorials, are likely to need other format.

Abbreviated terms should be written in full the first time they are used in the text, with abbreviation in parentheses.

Underline the words that must be printed in italic.

References should be identified in the text by arabic numerals in parentheses, and be numbered and listed consecutively at the end of the manuscript in the order in which they are first cited in the text.

Indicate in the text where the illustrations (figures and tables) should be inserted. Tables and figures should be provided each on a separate sheet of paper after the references. Descriptive legends to figures should be typed double-spaced on a separate sheet of paper, whereas figures should be submitted in an envelope, with the number, the name of the (first) author, and title of the manuscript on the back: each table should be typed on a separate sheet of paper, numbered in the order in which they are first cited in the text, with a title and descriptive legend. Terms used in tables should not be abbreviated.

#### *Ethics*

When reporting experiments on human subjects, indicate whether the procedures were in accordance with the ethical standards of the responsible committee on human experimentation (institutional or regional) or with the Helsinki Declaration from 1975 as revised in 1983. Do not use patients, names, initials or hospital numbers, especially any illustrative material.

#### *Statistics*

Describe statistical methods and provide enough data to enable a knowledgeable reader to assess the reported results him or herself. Please state the statistical package (version, manufacturer) used for statistical analysis.

#### *Acknowledgements*

Please specify: (a) contributions that need acknowledging but do not justify authorship, such as general support by a departmental chairman; (b) acknowledgements of technical help; (c) acknowledgements of financial and material support, specifying the nature of support; (d) financial relationship that may be a source of conflict of interest. Technical help should be acknowl-

edged in a separate paragraph as well as other contributions.

#### References

References should be typed double-spaced on a separate sheet of paper. The Vancouver style, proposed by the International Committee of Medical Journal Editors, is used (N Engl J Med 1991;324:421-8, BMJ 1991;302:338-41, or [www.icmje.org](http://www.icmje.org)). Examples of correct forms of references are given below.

#### Journal article

Standard journal article (list all authors, but if their number exceeds six, give six followed by *et al.*)

You CH, Lee KY, Chey RY, Menguy R. Electrogastrographic study of patients with unexplained nausea, bloating and vomiting. *Gastroenterology* 1989;79:311-4.

#### Chapter in a book

Weinstein L, Swartz MN. Pathologic properties of invading microorganisms. In: Sodeman WA Jr, Sodeman WA, editors. *Pathologic physiology: mechanisms of disease*. Philadelphia:Saunders; 1974. p. 457-72.

#### Article not in English

Massone L, Borghi S, Pestarino A, Piccini R, Gambini C. Localisations palmaires purpuriques de la dermatite herpétiforme. *Ann Dermatol Venerol* 1987;114:1545-7.

#### Conference paper

Harley NH. Comparing radon daughter dosimetric and risk models. In: Gammage RB, Kaye SV, editors. *Indoor air and human health. Proceedings of the Seventh Life Sciences Symposium*; 1984 Oct 29-31; Knoxville (TN). Chelsea (MI):Lewis, 1985:69-78.

#### Dissertation

Youssef NM. Scholl adjustment of children with congenital heart diseases (dissertation). Pittsburgh (PA): University of Pittsburgh; 1988.

#### Submission of Manuscripts

Manuscripts should be printed on paper and submitted in triplicate, with one copy on a floppy disk, and sent to:

Editorial Office

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#### Manuscripts on Disks

Floppy disks should be 3.5-inch (1.44 MB) IBM formatted and labeled with the name of the author.

The file, the word-processing program, and version used should be indicated by pen. MS-Word for Windows is preferred, although manuscripts prepared using any other IBM-compatible word-processor are acceptable.

Avoid complex formatting; the text will be styled according to the ADC design specifications. Do not use bold, capitalized text, or a running head. Do not use footnotes or endnotes. Submit the text, tables, and illustrations as separate files. For tables, always use table editor function; ensure that each data point is contained within a unique cell, i.e. do not use carriage returns within cells. For illustrations, the preferred formats are TIFF of 300 dpi resolution, although any format in general use is acceptable provided it is not application-specific. If MS Excel is used for charts make sure to enclose original Excel file.