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# INSTRUCTIONS TO AUTHORS

*ACTA DERMATOVENEROLOGICA CROATICA* (ADC) is a quarterly peer-reviewed journal, indexed in Science Citation Index Expanded (SCIE), Index Medicus/MEDLINE, Excerpta Medica/EMBASE Chemical Abstracts Service, and Biomedicina Croatica. It publishes editorials, medical research articles, original scientific articles, short scientific communications, clinical articles, case reports, reviews, news and comments, letters to the editor, book reviews 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.

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.

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) the full name of each author, with institutional affiliation; (c) the name(s) of department(s) and institution(s) to which the work should be attributed; (d) the name and address (with telephone and fax numbers and e-mail address) of the author to whom requests for reprints should be addressed; (e) 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, Discussion and Conclusion. Long articles may need subheadings within some sections to clarify their contents, especially the Results and Discussion sections. Other types of articles, such as case reports, reviews and editorials, are likely to need another format.

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

Underline the words that must be printed in italics.

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.

### 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 1975 Helsinki Declaration as revised in 1983. Do not use patients' names, initials or hospital numbers, especially on any illustrative material.

### Statistics

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

### Acknowledgements

Please specify (a) contributions that need acknowledgement but do not justify authorship, such as general support by a departmental chairperson; (b) acknowledgements of technical help; (c) acknowledgements of financial and material support, specifying the nature of the support; (d) the financial relationship that may be a source of conflict of interest. Technical help, as well as other contributions, should be acknowledged in a separate paragraph.



### 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). 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 R, 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 one printed copy and one on a CD-ROM, and sent to:

Editorial Office

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by regular mail

or

if there are not more than 5 images to

e-mail: [adc@kbc-zagreb.hr](mailto:adc@kbc-zagreb.hr)

#### *Manuscripts on CD-ROM*

The file, word processing program, and version 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 ADC design specifications. Do not use bold, capitalized text or a running head. Do not use footnotes or endnotes. For tables, always use the table editor function; ensure that each point is contained with a unique cell, i.e. do not use carriage returns within cells. For illustrations, the preferred format is JPG of 300 dpi resolution.