

INSTRUCTIONS FOR AUTHORS

AIM AND SCOPE

Acta Clinica Croatica is a peer reviewed general medical journal that publishes original articles that advance and improve medical science and practice and that serve the purpose of transfer of original and valuable information to journal readers. Acta Clinica Croatica is published four times a year.

SUBMITTING OF A MANUSCRIPT

All manuscripts should be written in English. Instructions to authors are in accordance with the text: International Committee of Medical Journal Editors. Uniform requirements for manuscripts submitted to biomedical journals. N Engl J Med 1997; 336:309-15., and with Instructions to authors that can be found on web page: <http://www.icmje.org>.

An abstract (summary) of maximum 200 words should be typed double spaced on a separate page, both in English and in Croatian.

Submit manuscript in triplicate accompanied by a manuscript on a disk: floppy disk (3.5-inch, 1.44 MB, IBM formatted), or compact disk.

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PREPARATION OF MANUSCRIPT

Type or print out the manuscript on white bond paper ISO A4 (212 × 297 mm), with margins of 35 mm. Type or print on only one side of the paper. Use double spacing throughout, including the title page, abstract, text, acknowledgments, references, individual tables, and legends. Number pages consecutively, beginning with the title page. Put the page number in the lower right-hand corner of each page.

The text of manuscript should be divided into sections: Title page, Abstract and Key words, Introduction, Methods, Results, Discussion, Acknowledgment, References, Tables, Legends and Figures.

TITLE PAGE

The title page should carry: the title of the article (which should be concise but informative) and a short running title of the manuscript; full name of author(s), with academic degree(s) and institutional affiliation; the name and address of the author responsible for correspondence about the manuscript including his/her E-mail address.

ABSTRACT AND KEY WORDS

The second page should carry an abstract (of no more than 250 words). The abstract should state the purposes of the study or investigation, basic procedures, main findings, and the principal conclusions. It should emphasize new and important aspects of the study or observations. Below the abstract authors should provide 3 to 10 key words or short phrases that will assist indexers in cross-indexing the article and may be published with the abstract. Terms from the Medical Subject Headings (MeSH) list of Index Medicus should be used for key words.

INTRODUCTION

State the purpose of the article and summarize the rationale for the study or observation. Give only strictly relevant references and do not include data or conclusions from the work being reported.

METHODS

Describe selection and identify all important characteristics of the observational or experimental subjects or laboratory animals clearly. Specify carefully what the descriptors mean, and explain how the data were collected. Identify the methods, apparatus with the manufacturer's name and address in parentheses, and procedures in sufficient detail to allow other workers to reproduce the results. Provide references to established methods and statistical methods used. Describe new or substantially modified methods, give reasons for using them, and evaluate their limitations. Identify precisely all drugs and chemicals used. Use only generic name of drugs. All measurements should be expressed in SI units.

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Papers dealing with experiments on human subjects should clearly indicate that the procedures followed were in accordance with the ethical standards of the institutional or regional responsible committee on human experimentation and with the Helsinki Declaration of 1975, as revised in 1983. Never use patients' names, initials, or hospital numbers, especially in illustrative material. Papers dealing with experiments on animals should indicate that the institution's or a national research council's guide for the care and use of laboratory animals was followed.

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Describe statistical methods with enough detail to enable a knowledgeable reader with access to the original data to verify the reported results. Whenever possible, quantify findings and present them with appropriate indicators of measurement error or uncertainty. Specify any general-use computer programs used.

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Present your results in logical sequence in the text, tables, and illustrations. Do not repeat in the text all the data in the tables or illustrations; emphasize or summarize only important observations.

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Emphasize the new and important aspects of the study and the conclusions that follow from them. Do not repeat in detail data or other material given in the Introduction or the Results section. Include in the Discussion section the implications of the findings and their limitations, including implications for future research, but avoid unqualified statements and conclusions not completely supported by the data. Relate the observations from your study to other relevant studies. State new hypotheses when warranted, but clearly label them as such.

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Type or print out each table with double spacing on a separate sheet of paper. Do not submit tables as photographs. Number tables consecutively in the order of their first citation in the text and supply a brief title for each. Give each column a short heading.

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ABBREVIATIONS

Use only standard abbreviations. The full term for which an abbreviation stands should precede its first use in the text unless it is a standard unit of measurement.

ACKNOWLEDGMENTS

List all contributors who do not meet the criteria for authorship, such as a person who provided purely technical help, writing assistance, or a department chair who provided only general support. Financial and material support should also be acknowledged.

REFERENCES

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