

## Submission Checklist

Updated January 2022

### General guidelines

- ☐ Submit a Word document.
- ☐ Arial or Times New Roman, double-space text, 12-point font.
- ☐ Word count: Original article must have up to 3000 words/Review up to 5000 words/Letters up to 1000 words/Case reports up to 2000 words.
- ☐ Original articles must include the following headings: Introduction, Methods, Results and Discussion.

### Title page

- ☐ Specify the type of the manuscript.
- ☐ Manuscript title.
- ☐ Complete author details, degree and affiliation.
- ☐ All reviews and original articles must include 4-5 key words.

### Abstract

- ☐ Up to 300 words
- ☐ Reviews and original articles must include a structured abstract with the following sections:
  - Background
  - Objective
  - Methods
  - Results
  - Conclusions
- ☐ Original articles must include 3-5 highlights as well.

### Figures

- ☐ The number of figures is limited up to 5 for original articles/ 6 for reviews/ 3 for case reports.
- ☐ Figures and tables are submitted on the same file as the manuscript, at the end of the document.
- ☐ Each figure or table should have a title (in bold) and a legend. The parts of the figure should be annotated by a capital letter and in the legend the capital letter will be in bold.

### References

- ☐ The number of references is limited up to 50 references for original articles/ 70 for reviews/ 5 for references/ 25 for case reports.
- ☐ References must be numbered by appearance in the text and appear in the text in square parentheses [ ].
- ☐ References must be cited in Vancouver format. Journal name should be written in italic font.
- ☐ Reference list should be tab separated.

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