INSTRUCTIONS FOR AUTHORS

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Manuscripts must be written in English, and authors are urged to aim for clarity, brevity, and accuracy of information and language. All manuscripts must include a structured abstract. Authors whose first language is not English should have their manuscripts checked for grammar and stylistic accuracy by a native English speaker.

For editors and reviewers to accurately assess the work presented in your manuscript you need to ensure the English language is of sufficient quality to be understood. If you need help with writing in English you should:

- Ask a colleague who is a native English speaker to review your manuscript for clarity.
- Visit the Springer English language tutorial that reviews a number of grammatical rules that should be followed when writing in English.
- Use a professional language editing service. Two such services are provided by our affiliates Nature Research Editing Service and American Journal Experts. Springer authors are entitled to a 10% discount on their first submission to either of these services; simply follow the links below.

English language tutorial

Nature Research Editing Service

American Journal Experts

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If your manuscript is accepted it will be checked by our copyeditors for spelling and formal style before publication.

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• If the article has already been published online, depending on the nature and severity of the infraction, either an erratum will be attached to the article, or in severe cases, the article will be completely retracted. The reason must be given in the published erratum or retraction note.
• The author’s institution will be informed of the investigation.

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When reporting on studies that involve human participants, authors should include a statement that the studies have been approved by the appropriate institutional and/or national research ethics committee and have been performed in accordance with the ethical standards as laid down in the 1964 Declaration of Helsinki and its later amendments or comparable ethical standards.

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• Multimedia Articles
• Dynamic Manuscripts
• Invited Book Reviews
• Invited Editorials
• Invited Commentary and Discussion
• Historical Notes
• Innovative Techniques
• Review Articles
• Letter To The Editor

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• A blinded manuscript without any author names and affiliations in the text or on the title page. Self-identifying citations and references in the article text should either be avoided or left blank.

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Example: author should include entire phrase at the end of the Abstract:

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EBM ratings will be based on a scale of 1-5 as follows:
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- Include a short title (not to exceed 30 characters in length, including spaces between words) for use as a running head
- Disclosure of any commercial interest that they may have in the subject of study and the source of any financial or material support
- An Abstract of not more than 250 words that states concisely the background, methods, results, and conclusions of the manuscript.
- A Level of Evidence statement at the end of the Abstract.
- A maximum of six keywords, separated by a comma, that can be used for indexing purposes
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Original Articles, Reviews, and Case Reports should be structured in the following order: Introductions, Materials and Methods, Results, Conclusion, Discussion, and Acknowledgements; References; Legends

- Use a normal, plain font (e.g., 12-point Times Roman) for text
- Double-space the text
- Use italics for emphasis
- Use the automatic page numbering function to number the pages
- Do not use field functions
- Use tab stops or other commands for indents, not the space bar
- Use the table function, not spreadsheets, to make tables

References

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Types of references

(1) Articles from journals: Name(s) and Initials of all author(s), year in parentheses, full title, journal name as abbreviated in Index Medicus, volume followed by a colon, first and last page numbers.


(2) Articles from electronic publications: Name(s) and initials of all authors, year in parentheses, full title, journal name as abbreviated in Index Medicus, DOI number, and publication date.


(3) Books: Name(s) and initials of all author(s), year in parentheses, title, edition, publisher, place of publication.

(4) Chapters in edited books: Names and initials of all authors, year in parentheses, title of chapter. In: names and initials of all editors, title of book, publisher, place of publication, first and last page numbers.


Tables

- All tables are to be numbered using Arabic numerals
- Tables should always be cited in text in consecutive numerical order
- For each table, please supply a table heading
- The table title should explain clearly and concisely the components of the table
- Identify any previously published material by giving the original source in the form of a reference at the end of the table heading
- Footnotes to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data) and included below the table body

Figures (Illustrations)

- All figures are to be numbered using Arabic numerals
- Figure parts should be denoted by lowercase letters
- Figures should always be cited in text in consecutive numerical order
- For each figure, please supply a figure caption
- Make sure to identify all elements found in the figure in the caption
- Identify any previously published material by giving the original source in the form of a reference at the end of the caption
- Individual, high-resolution (300+) TIF or JPG files (not Word) must be submitted for each figure in the article.

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Common graphics files such as GIF, JPEG, EPS, TIFF and many others are supported. Do not upload figures as PDF files.
All figures must be numbered using Arabic numerals. Figure parts should be denoted by lowercase letters. Figures should always be cited in text in consecutive numerical order. For each figure, include the figure legends at the end of the manuscript text. Name your figure files with "Fig" and the figure number, e.g., Fig1.eps.

Photographs of patients in which the subject is identifiable must either have the majority of the face masked out, or be accompanied by written permission from the individual in the photograph before publication.

If you include figures that have already been published elsewhere, you must obtain permission from the copyright owner(s) for both the print and online format.

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While sizing, the layout of the journal must be considered. The graphics operator must have access to the figure captions.

The following are the criteria for determining the correct size:

• **Letter size**: The size should neither be smaller than 6 pt nor larger than 14 pt. The optimum is 8–12 pt. If there are similar graphics in one article, the letters should also have the similar letter size.

  Make sure that the figure lettering is always well readable.

• **Content to be displayed**: In halftone images bones or cells or any other structures in the images must be clearly visible.

  Images of similar content have to be sized **consistently** within a article.

The maximum size and the optimal size for the typesetting process are determined by the journal layout. If possible, the image should have the optimal layout size.

Optimal layout size:

- **Double column**
- **Column + 1 gutter + sub-column**
- **Column**
- **Sub-column**

**Note:** If the image size is slightly (± 10%) larger or smaller than the optimal layout size, always enlarge or reduce the figure to the optimal size.
These rules are valid for all layouts. The values for the global standard layouts are given in Table 6.

### 6. Layout

<table>
<thead>
<tr>
<th>Layout</th>
<th>Double column</th>
<th>Column + 1 gutter + sub-column</th>
<th>Column</th>
<th>Sub-column</th>
<th>Max. column length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Global large</td>
<td>174 mm</td>
<td>129 mm</td>
<td>84 mm</td>
<td>39 mm</td>
<td>234 mm</td>
</tr>
<tr>
<td>Global medium</td>
<td>160 mm</td>
<td>118 mm</td>
<td>76 mm</td>
<td>34 mm</td>
<td>216 mm</td>
</tr>
<tr>
<td>Global small condensed</td>
<td>122 mm</td>
<td>80 mm</td>
<td></td>
<td></td>
<td>198 mm</td>
</tr>
<tr>
<td>Global small extended</td>
<td>119 mm</td>
<td>78 mm</td>
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<td></td>
<td>195 mm</td>
</tr>
</tbody>
</table>

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