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INSTRUCTIONS FOR AUTHORS

General Information

The [European Journal of Anatomy](#) (Eur J Anat; ISSN 1136-4890) is the property of the Spanish Society of Anatomy and has been published continuously since 1996 (with a trimestral periodicity). It is a moderated journal that uses the system of external review (peer review) by experts in the subject areas researched and covering the research methodologies. The journal adopts, and adheres, to the publication standards established in the "*Uniform requirements for manuscripts submitted to biomedical journals*", (Vancouver style) 6th edition, prepared by the "International Committee of Medical Journal Editors (ICMJE)", accessible on (<http://www.icmje.org>). The Spanish version of these standards may be obtained, among others, from the Spanish Journal of Public Health (*Revista Española de Salud Pública*) 2004; 78(3): 297-321, accessible on http://scielo.isciii.es/scielo.php?script=sci_issuetoc&pid=1135-572720040003&lng=es&nrm=iso

Compliance with the Vancouver requirements (*or the corresponding reference Style Guide*) facilitates the indexing of the journal in the leading specialty databases and this, in turn, benefits the authors and their academic institutions because of the wider dissemination of the published works.

Scope and Coverage

The [European Journal of Anatomy](#) aims to disseminate results from original research into the following prioritized subject areas: descriptive human and experimental morphology (gross, embryological and microscopic anatomy); neurosciences, developmental biology, comparative morphology; educational research in the anatomical sciences. The works must be original, written in English, unpublished and not under consideration for publication in another journal. The author(s) alone is responsible for the claims made in the article.

The following **types of contributions** will be considered for publication: original articles, reviews, case reports, head-to-head articles, letters to the editor.

Original articles. They must have the following structure: summary, key words, text (introduction, materials and methods, results and discussion), acknowledgements and bibliography. The maximum length of the text will be 25 size DIN-A4 pages (*in Word format*), double-spaced with 2.5 cm. margins, font size 12, font Times New Roman or Arial, with figures and tables presented as separate sheets. The number of authors should not be greater than 10.

Reviews. The maximum length of the text will be 30 size DIN-A4 pages, (*or Word format*) double-spaced, with 2.5 cm. margins and font size 12, font Times New Roman or Arial. The bibliography may not exceed 100 references. Optionally, the work may include tables and figures. Where included, the figures and tables must be presented as separate sheets.

Case reports. These provide a summary description of rare variation cases or specific procedures of clinical interest. The maximum length will be 10 size DIN-A4 pages, with tables or figures included. The text must be double-spaced, with 2.5 cm. margins and font size 12, font Times New Roman or Arial.

Head-to-head articles. Such articles enable a discussion of controversial topics. Each topic includes an invited lead paper and comments from several contributors with different viewpoints. Suggestions for possible topics and offers of contributors are welcomed.

The journal also welcomes **Letters to the editor** and commissions **Book review** and publishes **Abstracts** from research meetings.

Manuscript submission

Manuscripts should be submitted online at <http://www.vitjournals.com/home/default.aspx?ID=EJA> Choose "Submit a new manuscript" option and follow the instructions. When you have completed the submission process, you will receive an e-mail with a manuscript identification number, your Username and your Password. When you want to check the status of your submission, go to the same page as above and access as Author with your Username and Password.

No charge is made for publication, but authors may be required to pay for extensive changes introduced after the manuscript has been set in press.

Presentation and structure of the works

Manuscripts should be presented on DIN-A4 size, double-spaced, wide margins (2.5 cm on all sides) and with the pages numbered sequentially in the upper right-hand corner. Submit manuscript and all figures as separate files (i.e. in **MSWord format and the images in Tiff or JPEG format with a good resolution**). You do not need to mail any paper copies of your manuscript. The manuscript shall be accompanied by a covering letter asking that the manuscript be taken into consideration, with the author explaining in 4 to 5 lines what is the original contribution of the work presented, a statement of non-simultaneous submission to other journals, and confirmation of the undersigned authors. This letter must also transfer the copyright to the publisher. The author(s) must keep a copy of the original manuscript to avoid irreparable loss or damage to the material.

Bibliographic references must be provided following the discussion section of the article (or acknowledgements, if any). The bibliographic references, which must be sufficient in number to relate the research to previous work, must be presented in alphabetical order. When a reference appears in a table or figure only, it should also be included in the reference list.

The manuscripts must be presented to the journal with sections in the following order:

Title Page. First page of the manuscript

As the cover of the manuscript, this must contain:

- Title of the article (concise, yet informative), made up of the greatest number of significant terms possible taken from a controlled specialty glossary, such as the Medical Subject Headings (MeSH). If necessary, a subtitle may be added, not to exceed 40 letters and spaces.
- First name and last name of each of the authors, taking into account the signature format for indexing in international databases.
- Full name of the institution/centre of each of the authors, which is referenced beside the name of the author with Arabic numerals in *superscript*.
- Name and full address of the person responsible for the author responsible for correspondence, including the phone number and fax number, where appropriate, as well as the e-mail address.
- Information on grants, aid or financial support provided (Research Projects) to subsidize the work and other specifications, where applicable.

To prepare this page, see the template (provided by the journal) attached to these instructions ([see Guidelines for authors](#)) on how to prepare the manuscript identification sheet.

Summary and Key-Words. Second page of the manuscript

A second, separate page, must contain the first and last names of the authors, the title of the article, article content summary and the list of key words.

- The Summary of the work must be between 150 and 250 (or between 250-300) words. In the case of original articles, the content of the Summary must describe, concisely, the purpose and objective of the research, the methodology used, the most important results and the main conclusions. The novel and relevant aspects of the work must be emphasized.
- Key words: beneath the summary, 5-10 key words or short phrases shall be specified to indicate the content of the work, for inclusion in collections and national and international databases. As many as possible should be provided, up to a maximum of ten. Controlled reference terms should be used (based on each specialty, such as those in the Spanish Medical Index and the Medical SH (MeSH) for medicine, accessible on <http://www.nlm.nih.gov/mesh/meshhome.html>).

Manuscript text. Third and following pages, where the manuscript text begins

The third and following pages are dedicated to the manuscript text (25 pages maximum if it is an original article, and 30 pages maximum if it is a review). In the case of case reports, the length shall be 10 pages, and for letters to the editor 2 pages. In the case of reviews, letters and other options, appropriate sections may be included at the discretion of the authors to facilitate comprehension. However, original articles must be divided into the following sections: Introduction, Materials and Methods, Results, Discussion, Acknowledgements (if any) and References.

Introduction: You must include the foundation and purpose of the study, using the bibliographic citations that are strictly necessary. Do not include data or conclusions of the work presented. Do not prove a detailed bibliographic review.

Materials and Methods: This must be presented with sufficient precision to enable the reader to understand and confirm the development of the research. Sources and methods published previously should be described just briefly, providing the corresponding references, except when they have been modified. The sample size and the sampling method used must be described, where appropriate. Reference must be made to the type of documentary, critical and statistical analysis, etc. used. If it is an original methodology, the reasons for using it must be explained, describing any possible limitations.

When dealing with experimental works in which groups of humans or animals have been used, indicate whether the ethical criteria approved by the commission corresponding to the institution/centre in which the study was carried out have been taken into account and, in any case, whether the agreements reached in the Declaration of Helsinki, revised in October 2000, drafted by the World Medical Association (<http://www.wma.net/>), have been respected. Neither the names nor the initials of the people participating in the study sample must be used. When describing substances or chemical products, indicate the generic name, the dosage and the administration method.

Results: These shall appear in a logic sequence in the text, tables or figures, without repeating the data included in the text. Try to highlight the important observations. Describe, without interpreting or judging, the observations made with the materials and methods used.

Discussion: Summarize the findings, relating the observations of this study with those of other studies of interest, highlighting the contributions and limitations of each. Do not repeat the data or other material already commented in other sections in detail. Mention the inferences from the findings and their limitations, including suggestions for future research. Link the conclusions to the study objectives, avoiding gratuitous affirmations and conclusions that are not fully supported by the study's data.

Acknowledgements: Thank only those who have made substantial contributions to the study, but who do not warrant the status of author; the author must obtain their consent in writing. Likewise, the Council Science Editors (CSE) recommend that authors, where appropriate, provide an explicit statement of the source of their research funding, placing this in the acknowledgements (CSE 2000)

(Conflicts of Interest and the Peer Review Process. Draft for CSE member review, posted 3/31/00. http://www.cbe.org/services_DraftPolicies.shtml).

The authors sincerely thank those who donated their bodies to science so that anatomical research could be performed. Results from such research can potentially increase mankind's overall knowledge that can then improve patient care. Therefore, these donors and their families deserve our highest gratitude.

References: The bibliography must be placed after the discussion section (or the acknowledgements, if any) in the prescribed format.

The recommended style for the references is indicated below in the examples; it is based on the Vancouver standards (for the areas of Biomedicine and Health Sciences, accessible on <http://www.icmje.org>).

- The names of the journals must be abbreviated in accordance with the generally accepted practices in the area of knowledge, whenever there is a reference list (for example, the Spanish Medical Index list (<http://www.uv.es/~fresquet/TEXTOS/>) or the Index Medicus "List of Journals Indexed", which publishes the Index Medicus each year in the January issue, and in the Journal Browser section of Medline (<http://www.ncbi.nlm.nih.gov/entrez/jrbrowser.cgi>)).

The bibliography must be corrected by the author(s), correcting it with the copy in their possession. Avoid using vague phrases as bibliographical quotations. Do not use those that require clarifications such as "unpublished observations" or "personnel correspondence", although they may be cited in the text in parentheses. Works that have been accepted, but not yet published, shall be included in the bibliography, specifying the name of the journal, followed by the expression "pending publication".

The bibliographic references must be taken from the original documents, always indicating the starting and ending page numbers of the work from which they are taken. To ensure consistency, at any time during the publishing process, the journal editors may require authors to send the first page (photocopy) of each of the articles quoted in the bibliography.

For journals, given their importance for quotation indexes and Impact Factor calculations, the following shall be cited: a) all the author(s), with their last name(s) and initial(s) of the first name(s), in versal type without period or comma separators. If there is more than one author, they must be separated by a comma, but not the conjunction "and". b) Year of publication in parentheses. c) Title of the article in the original language, with the appropriate spelling and accents. Place a period after the title. d) Indexed or correct abbreviated name of the journal in *italics*. Do not use a period after each abbreviation in the name of the journal, placing a comma between the final abbreviation and section e) issue number. The separation between this section and section f) shall be a colon followed by a space: f) first and last pages, separated by a hyphen. Place a period at the end of the quotation.

The following are examples of properly referenced bibliographic references:

1. Journal article.

Standard article.- DOWNES GB, GRANATO M (2004) Acetylcholinesterase function is dispensable for sensory neurite growth but is critical for neuromuscular synapse stability. *Dev Biol*, 270: 232-245.

The author is not mentioned.- Cancer in South Africa [editorial] (1994) *S Afr Med J*, 84: 15.

Volume supplement.- SHEN HM, ZHANG KF (1994) Risk assessment of nickel carcinogenicity and occupational lung cancer. *Environ Health Perspect*, 102 Supl 1: 275-282.

Part of a volume.- OZBEN T, NACITARHAN S, TUNCER N (1995) Plasma and urine sialic acid in non-insulin dependent diabetes mellitus. *Ann Clin Biochem*, 32 (Pt 3): 303-306.

Part of an issue. - POOLE GH, MILLS SM (1994) One hundred consecutive cases of flap lacerations of the leg in aging patients. *N Z Med J*, 107 (986 Pt 1): 377-378.

Issue without volume. - TURAN I, WREDMARK T, FELLANDER-TSAI L (1995) Arthroscopic ankle arthrodesis in rheumatoid arthritis. *Clin Orthop*, (320): 110-114.

No issue or volume. - BROWELL DA, LENNARD TW (1993) Immunologic status of the cancer patient and the effects of blood transfusion on antitumor responses. *Curr Opin Gen Surg*, 325-333.

2. Books, monographs and others

Individual author.- CARRANZA FA Jr (1984) *Glickman's Clinical Periodontology*. Saunders, Philadelphia.

Chapter of a book.- TAKEY H, CARRANZA FA Jr (1984) Treatment of furcation involvement and combined periodontal endodontic therapy. In: Carranza FA Jr (ed). *Glickman's Clinical Periodontology*. Saunders, Philadelphia.

Editor(s) or compiler(s) as author.- NORMAN IJ, REDFERN SJ, editors (1996) *Mental health care for elderly people*. Churchill Livingstone, New York.

Conference minutes.- KIMURA J, SHIBASAKI H, editors (1996) Recent advances in clinical neurophysiology. Proceedings of the 10th International Congress of EMG and Clinical Neurophysiology; 1995 Oct 15-19; Kyoto, Japan. Elsevier, Amsterdam.

Conference article.- BENGTSOON S, SOLHEIM BG (1992) Enforcement of data protection, privacy and security in medical informatics. In: Lun KC, Degoulet P, Piemme TE, Rienhoff O (eds). *MEDINFO 92*. Proceedings of the 7th World Congress on Medical Informatics; 1992 Sep 6-10; Geneva, Switzerland. North-Holland, Amsterdam, pp 1561-1565.

Scientific and technical report.- SMITH P, GOLLADAY K (1994) Payment for durable medical equipment billed during skilled nursing facility stays. Final report. Dallas (TX): Dept. of Health and Human Services (US), Office of Evaluation and Inspections. Report No.: HHSIGOE169200860.

Doctoral thesis.- KAPLAN SJ (1995) Post-hospital home health-care: the elderly's access and utilization [doctoral thesis]. St Louis (MO), Washington Univ.

Patent.- LARSEN CE, TRIP R, JOHNSON CR, inventors; Novoste Corporation, assignee. Methods for procedures related to the electrophysiology of the heart. US patent 5,529,067. 1995 Jun 25.

Newspaper article.- LEE G (1996) Hospitalizations tied to ozone pollution: study estimates 50,000 admissions annually. *The Washington Post*, Jun 21. Sec. A:3 (col. 5).

Computer file.- Hemodynamics III: the ups and downs of hemodynamics [computer program]. Version 2.2. Orlando (FL): Computerized Educational Systems; 1993.

(For most Natural and Experimental Sciences areas, the Harvard System format system for bibliographical references may also be used, where the bibliography is sorted by last name, citing the text by author-year (e.g. Sanz 1996). All details on this system are accessible on <http://libweb.anglia.ac.uk/referencing/harvard.htm>.)

Tables: These must be presented on separate pages, numbered according to their order of appearance in the text with Arabic numerals. They are used to clarify important points; double/repeated documentation by means of tables and figures shall not be accepted. The titles or footers that accompany them must well explain their content.

Figures: All types of photographs, graphs or drawings are considered figures. They are assigned an Arabic numeral according to their order of appearance in the text, identified by the abbreviated term fig.(s). The footers or legends of each one must be typed, with the corresponding number on a separate sheet. The text in the figures must be in uppercase. They must be designed to fit the format of 81 mm wide (1 column), although they may also be accepted with 172 mm (one full page), presented with good contrast so that quality is not lost in the reduction. Micro-photographs will be accepted in these proportions for publication without reduction; they must include a linear scale. Photographs shall be

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1. Look for better fields of the sample. They could be plenty of artifacts (broken tissue, free epithelium, etc.)
2. Improve image acquisition: the focus on, bright and contrast.
3. The digital quality must be improving. JPEG / TIFF format with a minimum resolution of 300 DPI.
4. No figures should be included within the text file or document.
5. Figures should be presented in separate files or documents.
6. Legends for figures will be submitted in a separate document named: Legends for figures

The figures must clarify the text in a major way. They must thus be used sparingly and only wherever necessary.

Abbreviations: Only standard, universally accepted abbreviations shall be used. See Units, Symbols and Abbreviations. The Royal Society of Medicine London. When a term that is used frequently in the text is to be shortened, the corresponding abbreviation must accompany it (in parentheses) the first time it appears. No Roman numerals shall be used in the text; periods shall be used to the right of the zero for decimals, not commas. Trademarks shall not be used except as needed, in which case the first time they are used they shall be accompanied by the symbol.

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The works shall be submitted with a covering letter that requests evaluation of the work for publication in one of the sections of the Journal, expressly indicating that it is a work that has not been disseminated or published previously, sent only to the European Journal of Anatomy for evaluation and publication, if appropriate, as well as the contributions regarding originality and novelty that, according to the authors, the work contains.

The covering letter must be signed by all authors. It shall include written authorization from all persons appearing in the section of thanks or from those studied during the research whose identification is essential in presenting the results. It shall also include a statement, where appropriate, accepting the introduction of changes to the manuscript by the journal editors.

The Journal's editorial staff shall acknowledge receipt to the authors of the works they receive, subsequently notifying them of their acceptance or rejection.

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The manuscripts shall be reviewed anonymously (*blind or double blind*) by two experts in the work's subject area and/or according to the methodology used. Based on the external reports, the Journal's editorial staff reserves the right to accept/reject the articles for publication, as well as to make style modifications and/or shorten texts that surpass the established limit, committing to respect the original content.

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The author(s) of accepted articles will receive printing proofs for correction by e-mail in PDF format. These must be returned corrected to the editorial staff of the journal by fax or PDF within 48-72 hours of receipt. Only minimal corrections may be made to the content of the original manuscript without an extra charge applying.

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