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- Corresponding author: mailing address, telephone number

☐ **MANUSCRIPT FILE**
- Must be digital - hard copy submissions are not accepted

☐ **ABSTRACT AND KEYWORDS**
- See the section Article Types for word limit

☐ **REFERENCES**
- Cited sequentially in AMA style

☐ **FIGURES AND TABLES**
- Cited sequentially and included in the main document

☐ **ART FILES**
- Must be saved separately from the main document

☐ **PERMISSIONS**
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MANUSCRIPT FORMAT

Article Types

The following graph shows what types of articles are accepted for publication, and what requirement they may have.

<table>
<thead>
<tr>
<th>Article Type</th>
<th>Abstract Limit</th>
<th>Keywords Limit</th>
<th>Title Limit</th>
<th>Author Limit</th>
<th>References Limit</th>
<th>Figures/Tables Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Article</td>
<td>Up to 250 words</td>
<td>Up to 3 keywords</td>
<td>Up to 50 words</td>
<td>No limit</td>
<td>No limit</td>
<td>No limit</td>
</tr>
<tr>
<td>Invited Review</td>
<td>Up to 250 words</td>
<td>Up to 3 keywords</td>
<td>Up to 50 words</td>
<td>No limit</td>
<td>No limit</td>
<td>No limit</td>
</tr>
<tr>
<td>Letter to the Editor (up to 500 words)</td>
<td>n/a</td>
<td>n/a</td>
<td>Up to 50 words</td>
<td>Up to 5 authors</td>
<td>Up to 5 references</td>
<td>n/a</td>
</tr>
<tr>
<td>Letter to the Editor: Short Reports (up to 1,000 words)</td>
<td>n/a</td>
<td>n/a</td>
<td>Up to 50 words</td>
<td>No limit</td>
<td>Up to 10 references</td>
<td>Up to 4 figures/tables</td>
</tr>
<tr>
<td>Case Report</td>
<td>Up to 250 words</td>
<td>Up to 3 keywords</td>
<td>Up to 50 words</td>
<td>No limit</td>
<td>No limit</td>
<td>No limit</td>
</tr>
<tr>
<td>Invited Technique Paper</td>
<td>Up to 250 words</td>
<td>Up to 3 keywords</td>
<td>Up to 50 words</td>
<td>No limit</td>
<td>No limit</td>
<td>No limit</td>
</tr>
<tr>
<td>Special Section Paper</td>
<td>Up to 250 words</td>
<td>Up to 3 keywords</td>
<td>Up to 50 words</td>
<td>No limit</td>
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</tbody>
</table>

- **Letter to the Editor** are pertinent to material published in the journal. Letters can also discuss problems of general interest. Letters selected for publication are intended to reflect the range of opinions received, and submissions may be reviewed. The author of a paper in question is usually given an opportunity to reply.
- **Letter to the Editor: Short Reports** are designed to provide an opportunity for authors to present outstanding case reports or short case series. Only truly novel reports or those that provide significantly new insight will be published.

General Guidelines

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- Keep the format of your manuscript simple and clear. We will set your manuscript according to our style—do not try to “design” the document.
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- Use generic names for drugs. You may cite proprietary names in parentheses along with the name and location of the manufacturer.
- Credit suppliers and manufacturers of equipment, drugs, and other brand-name material mentioned in the manuscript within parentheses, giving the company name and primary location.
MANUSCRIPT FORMAT continued

Title Page

- This journal adheres to a single-blinded peer-review policy. The title page should be included in the main document.
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Abstract and Keywords

See the section Article Types for word limits.

The abstract should briefly outline the content of the article and any conclusions it may reach. It should contain the following elements: Background, Methods, Results, and Conclusion.

The keywords should be words a reader would be likely to use in searching for the content of the article.

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- Please clearly distinguish the hierarchy of headings within the manuscript by using capital letters, underline, italic, and bold styles as necessary. The manuscript should be organized as follows: Introduction, Methods, Results, Discussion, Conclusion.
- As needed, use italic, superscripts, subscripts, and boldface, but otherwise do not use multiple fonts and font sizes.
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- Use hard returns (the Enter key) only at the end of a paragraph, not at the end of a line. Allow lines of text to break automatically in your word-processing software. Do not justify your text.
- Use only one space, not two, after periods.
- Create tables using the Table function in Microsoft Word.

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Acknowledgments

The source of any financial support received and recognition of personal assistance for the work being published should be indicated at the end of the article, just before the Reference section, under the heading Acknowledgments.

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reviewed, evaluated, or compared in the manuscript, except for those disclosed in the Acknowledgments section, are potential conflicts.

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- References must be listed in AMA style, using Index Medicus journal title abbreviations.
- References follow the article text. Insert a page break between the end of text and the start of references.
- References must be cited sequentially (NOT alphabetically) in the text using superscript numbers.
- By way of exception to AMA style, do not italicize book titles or journal title abbreviations and do not put a period at the end of a reference.
- List all author names, up to and including six names. For more than six authors, list the first three followed by et al.
- References should be styled per the following examples:

1. Citing a journal article:

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3. Citing a book:
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5. Citing a government publication:

6. Citing an online article:

7. Citing a symposium article:
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- Figures include photographs or radiographs, drawings, graphs, bar charts, flow charts, and pathways, but NOT lists or tables.
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- Data given in tables should be commented on but not repeated in the text. Be sure that lists or columns of related data are composed in a word-processing program like the rest of the text.
- Do not intersperse tables in the text. Tables should appear after the figure captions. Insert a page break between the end of the figure captions and the start of the tables.
- Tables must be double-spaced and numbered in the same sequence they are cited in the text. A short descriptive title should be provided for each table.
- If a table contains artwork, supply the artwork separately as a digital file.
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- Other footnotes for tables should be indicated in the table using superscript letters in alphabetical order.
- Any abbreviations used in the table should be explained at the end of the table in a footnote.

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- The preferred format for video submissions is MPEG-1.
- Please include a descriptive legend at the end of your main document, which will be published together with a link to your video.
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General Guidelines

- It is best to use Adobe Photoshop to create and save images, and Adobe Illustrator for line art and labels.
- Do not submit art created in Microsoft Excel, Word, or PowerPoint. These files cannot be used by the typesetter.
- Save each figure in a separate file.
- Do not compress files.
- All black-and-white and color artwork should be at a resolution of 300 dpi (dots per inch) in TIFF format.
  Line art should be 1,200 dpi in EPS or TIFF format. Contact the Production Editor at Thieme if you are unsure of the final size.
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  Note: Lower resolutions (less than 300 dpi) and JPEG format (.jpg extension) for grayscale and color artwork are strongly discouraged due to the poor quality they yield in printing, which requires 300 dpi resolution for sharp, clear, detailed images. JPEG format, by definition, is a lower resolution (compressed) format designed for quick upload on computer screens.

Color Art

- All color artwork should be saved in CMYK, not RGB. There are no charges for color art.

Art Labels

- Arrows, asterisks, and arrowheads (or other markers) should be white in dark or black areas and black in light or white areas, and large in size. If not, these highlighting marks may become difficult to see when figures are reduced in size during the typesetting process.
- Use 1-point (or thicker) rules and leader lines.
- Capitalize the first word of each label and all proper nouns. Consider using all capitals if you need a higher level of labels.
- Where there are alternate terms or spellings for a named structure, use the most common one and make sure it is consistent with what is used in the text.
- Avoid using multiple fonts and font sizes for the labels; use only one or two sizes of a serif font.
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- The best way to make revisions to your manuscript is by enabling the Track Changes mode in Microsoft Word, which will automatically highlight and mark up revised text. Please submit both a marked up copy and a clean copy of your revised manuscript to the submission system.
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- You will also be provided space in which to respond to the reviewers’ and editors’ comments. Please be as specific as possible in your response.
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