

Instructions for Submitting Manuscripts

Manuscripts must be submitted electronically to
Prof. M. Pokorski: m_pokorski@hotmail.com

I. As a *Word* document containing the entire manuscript consisting of the following order: title, authors (initials, separated by dots without interspaces, followed by surname and not the other way around), affiliations, abstract, keywords, text, acknowledgements, conflicts of interest statement, references, tables, and figure legends.

II. A folder containing the figures; each figure should be saved as a separate file and named corresponding to figure number, i.e., Fig. 1, Fig. 2, etc. Figures in Tiff!

III. A completed, signed and then scanned Copyright Transfer Form; then sent electronically to m_pokorski@hotmail.com

IV. Scanned written permissions from the copyright holders for quotations or graphic artwork from previously published material; sent electronically as above.

DO NOT SEND ANY pdf FILES; never, not after correcting the galley proofs either!

[Do not use diacritical signs for foreign names!!!](#)

Instructions for Preparing Manuscripts

1. Manuscript specifications

- I. Maximum manuscript length = 3,000 words (not including tables, figures, legends, and references)
- II. Maximum 4 figures
- III. Maximum 25 references

2. Page configuration

- I. Paper size: letter (8.5 x 11 inches)
- II. All margins = 1 inch

3. Manuscript style

- I. Font: Times New Roman

II. Font sizes:

i. Article Title

- 16 pt bold
- Capitalize each word, excluding prepositions, articles and conjunctions
- Maximum **150** characters (including spaces)

ii. Authors

- 11 pt bold

iii. Affiliations

- 9 pt
- Use superscripts after the surnames (not letters and not in front of names) to relate affiliations to authors

iv. Section Headings

- 14 pt bold
- Numbered
- Capitalize each word
- Leave two spaces above and one space below headings

v. Section Subheadings

- 14 pt bold; numbered
- Leave one spaces above and below subheadings

vi. Body of text

- 11 pt

vii. Figure legends, table legends, and references

- 9 pt

4. Figures

- I. Name your figure files with "Fig" and the figure number, e.g., Fig. 1 .
- II. Vector graphics containing fonts must have the fonts embedded in the files
- III. **Line art (i.e. black and white graphics with no shading)**

Do not use faint lines, halftones, and/or faint lettering.

Scanned line drawings and line drawings in bitmap format should have a minimum resolution of 1200 dpi.

IV. Keep lettering size consistent throughout ifgures (8-12 font)

V. Do not include titles or captions into illustrations; figure legends should be on separate page after the references. Number figures consecutively (Fig 1, Fig 2) and parts of figures should be denoted with lowercase letters (a, b, c, d).

5. Tables

I. Number tables sequentially with Arabic numbers (e.g. Table 1). No shades, no colors, no bold in the tables. No internal division lines.

II. Generate tables in Microsoft Word, not in Excel. Save tables in the same file as text, references, and figure legends

6. References

References should be cited in text as: (Smith & Jones, 2011) or Smith & Jones (2011) have described.....

7. Examples of references in the reference list:

Articles:

Di Giulio, C., J Antosiewicz, J., Walski, M., Petruccelli, G. Verratti, V., Bianchi, G., & Pokorski, M. 2009. Physiological carotid body denervation during aging. *Advances in Experimental Medicine and Biology*, 648: 257-63.

Books:

Gilman, A.G., Rall, T.W., Nies, A.S., & P. Taylor (Eds.). 1990. Goodman and Gilman's The Pharmacological Basis of Therapeutics. 8th ed., New York, NY: Pergamon Press, p. 625.

Journals names given in full!!

References should be arranged alphabetically, not numbered.

Attention: Approval from the Ethics Committee to perform the study, as the first sentence in the Methods, and the conflict of interest statement after the main body of text, second to Acknowledgments are a must. Without these statements, the articles will not be considered.