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ESIC

## ESIC MEDICAL JOURNAL

### INSTRUCTION TO AUTHORS

**Manuscript Preparation** - Presentation of manuscripts should conform with the uniform requirements for manuscripts submitted to biomedical journals.

**General:** Manuscripts must be typed with double-spaced in MS Word (Calibri font, size 12). Each of these segments of the manuscript should begin on a new page: title page; abstract; introduction; references; legends; tables.

**Title Page:** This should be as concise and as informative as possible. List (i) title; (ii) the initials followed by the last name of each author; (iii) the name of the department(s) and institution(s) to which the work should be attributed; (iv) the name and address (including e-mail) of the author to whom queries, proofs and requests for reprints should be sent; and (v) a short running title (not exceeding 5 to 6 words).

**Abstract and Key Words:** The second page should carry a structured abstract of not more than 200 words with subheadings of Background and objectives, Methods, Results and Conclusions (unstructured abstract for case reports.) It should be written for the readership of both clinicians and basic investigators and should state the hypothesis or central question of the study or investigation, the study subjects, observational and analytical methods, the main findings, and a final statement of the principal conclusions.

**Key words** - Three to six key words.

Structured Blinded Manuscript – should not have author and institute details

- i. **Introduction:** It should commence on separate page and should briefly review the current state of knowledge concerning the topic of the paper. It should also make a clear statement on the reasons for undertaking the study being reported and what it hoped to achieve.
- ii. **Material and Methods:** The material (patients, experimental animals, etc.) used for making observations must be described along with all other relevant information. The methods used in the study should be described, giving sufficient information to permit the work to be repeated. If a generally accepted technique has been used, only a reference to that is enough. If, however, such a technique has been modified by the workers, the manner in which this has been done should be clearly stated. If statistical analysis of the data has been done, the methods used for analysis should be specified.
- iii. **Results :** The results should be presented in logical sequence in the text, tables and illustrations. The data presented in the tables or figures should not be repeated in the text. Only important and significant observations should be included.
- iv. **Discussion :** This should discuss significance of results obtained and what can and what cannot be concluded and why. It should not be a repetition of the findings already given under 'Results'. Results should be discussed in the light of others' work in the field. Speculative and purely theoretical discussion to which results presented are not related will not be accepted.

**v. Acknowledgments :** Acknowledgment should be brief and made specific for scientific/technical assistance and financial supports in the form of grants/drugs/ equipment only and for not providing routine departmental facilities and for help in the preparation of manuscript (including typing/ secretarial assistance).

**vi. References :** should include only those that are important and have been studied in full by the authors. References should only be used from published work. References should be numbered consecutively in the order in which they are first mentioned in the text (not in alphabetic order). Identify references in text (superscript with Bracket []), should be according to Vancouver style of referencing.

**vii. Figures and Tables:** Good black and white contrast is essential for good reproduction. All illustrations must be numbered and cited in the text. Legends should be provided for each illustration, listed on a separate page. Each table should be typed double-spaced on a separate page. They should have an underlined title followed by a legend, if any. Explanatory matter should be in a footnote, not in the title. No change in the names of authors (by way of additions and/or deletions) is permissible at the proof stage. Papers which have been accepted/published become the property of the ESI Corporation and permission to re-publish them must be obtained from the Editor-in-chief.

### **Checklist for submission of manuscript**

- ✓ Covering letter
- ✓ Title Page with authors details and affiliations correspondence address contact details
- ✓ Abstract (up to 200 words) along with 3-6 key words Running title (5-6 words)
- ✓ Structured Blinded manuscript – without author and institute detail
- ✓ Figure Table and illustrations – each on separate file word pdf, jpg, png format.
- ✓ Contribution form
- ✓ Any other supporting material



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**Contributors' Form**

**Manuscript id.....**

**Title: .....**

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**(up to 4 contributors for case Report/Quiz/review, 6 contributors for original studies)**