

Requirements for Manuscripts Submitted to the Journal

composed with taking into account the requirements of the Higher Attestation Commission of the Russian Federation and "Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals" (previously known as the Uniform Requirements for Manuscripts Submitted to Biomedical Journals (URMs)), revised by the International Committee of Medical Journal Editors

1. GENERAL ROOLS

The article must have a visa of the Director and be preceded by the formal cover letter, from the institution where this article has been delivered, if necessary – with the expert's decision. In this letter it should be mentioned whether the submitted article has been performed as a part of a dissertation/thesis work.

A hard-copy of the article must be signed by all authors, that confers the Publisher right on the publishing this article in print and/or electronic format and hosting on the website of the Journal (Publisher).

The articles previously published or submitted to another journal must not be submitted.

The editors reserve the right to abridge and edit submitted papers. The submission date of the article is considered to be the time of receipt of the complete (reworked) version of the variant of article.

Publication of manuscripts prepared by postgraduate students is free of charge.

The article is to be sent to the editor in the printout (1 sp.) **with the mandatory application of the electronic version**. To send articles via e-mail is not recommended

A paper must be typed using font size 12 pt, Times New Roman or Arial, double-spaced, all margins except the left of "2 cm", margin-left of "3cm". Pages should be numbered. Automatic word hyphenation is forbidden

The volume of the article main body is allowed to be not more than 18 pages (including illustrations, tables, summaries and references), book reviews and news reports - 3 pages

2. TITLE PAGE

Title page must include: 1) Family name and initials of the author (authors), 2) Article title, 3) the full name of the institution where the author is employed, in the nominative case with the obligatory indication of the status of the organization (the abbreviation before the name) and departmental affiliation, 4) institution zip code, city, country, and 5) contact information: Full Name (last name, first name and fathers' name - entirely) and email address of the author responsible for correspondence.

If there are several authors, each name and the institution is marked by the digital code. If all the authors are working in the same institution, to indicate the place of the work of the each author separately is not necessary, it is sufficient to indicate the institution on one occasion

The example of the title page:

Yu.A. Rakhmanin¹, I.E. Zykova¹, T.P. Fedichkina¹, L.G. Solenova²

APPROACHES TO THE STUDY OF THE ROLE OF WATER FACTOR TO THE PREVALENCE OF
Helicobacter pylori INFECTION

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3. INFORMATION FOR RUSSIAN SCIENCE CITATION INDEX

On a separate page there is presented more information about each author required for log processing in Russian Science Citation Index: Full Name in Russian and transliterated into Latin, e-mail for contacts with the authors of this article (may be one for all authors).

Example:

Rakhmanin Yuriy Anatol'evich (Rakhmanin Yu. A.) - Doctor of Medical Science, professor, academician of RAMS, Director of the Institute; sysin@comcor.ru;

Zykova Irina Evgen'evna (Zykova I. E.) - Doctor of Medical Science, Head of the laboratory of the diagnosis of environmentally related diseases with a group of hygienic expertise;

Fedichkina Tat'yana Pavlovna (Fedichkina T. P.), Candidate of Medical Science, leading research worker of the laboratory of the diagnosis of environmentally related diseases with a group of hygienic expertise, *feditchkina@yandex.ru*

Solenova Liya Gennad'evna (Solenova L.G.) - Doctor of Biological Science, leading research worker of the Department of chemical carcinogenesis *Isolenova@mail.ru*

4. CONSTRUCTION PLAN FOR ORIGINAL ARTICLES

The construction plan for original articles should be as follow: Resume, Key words, Short introduction, presenting the state of the problem at the time of the writing the article and tasks of the present study, Material and Methods, Results, Discussion, itemized outputs or Conclusion, References

The presentation of the article has to be clear, concise, without long historical introductions and repetitions. Preference should be given to new and proven facts, the results of long-term studies important for the solution of practical problems.

The method of the studying is to be described very clearly, so that it could be reproduced easily. When submitting experimental work for publication authors should be guided by the rules and regulations of the European Community Board concerning the use of experimental animals (86/ 609/CEE)". Besides to species, sex and number of animals used, the authors must describe methods of anesthesia applied during painful procedures, and methods of sacrificing animals.

It is necessary to inform whether the reported numerical values are original or derivative, report the limits of accuracy, reliability, confidence intervals, estimations, recommendations, adopted or rejected the hypotheses discussed in the article.

5. STANDARDS

All terms and definitions should be scientifically faithful, their writing (as Russian and Latin) must correspond to described in "Acad. B.V. Petrovsky (Ed.) "Encyclopedic dictionary of medical terms" in 3 Volumes.). Medications should be named by their International Nonproprietary (generic) Names (INN) that are used first, then, if necessary, there are presented some trade names of drugs registered in Russia (according to the "Cliphar-State Register" [National Register of Medicinal Products]). It is advisable to write the names of enzymes according to the standard Enzyme Classification System.

The description of the inherited or familial disease is to be desirable to be consistent with the international classification of inherited conditions in humans (Online Mendelian Inheritance in Man (OMIM) [<http://ncbi.nlm.nih.gov/Omim>]).

The names of microorganisms must be verified in accordance with the "Encyclopedic dictionary of medical terms" (in 3 volumes, ed. Acad. Petrovsky), or the publication of "Medical Microbiology" (ed. Acad. V.I. Pokrovsky). Writing the full names mentioned in the text, must comply with the list of references.

The manuscript may be accompanied by a glossary of terms (unclear, capable to make the difficulties in reading). In addition to the generally accepted abbreviations of units of physical, chemical and mathematical variables and terms (eg, DNA), there are allowed abbreviations of word-combination (phrases), often repeated in the text. All marks and abbreviations input by author should be explained in the text at their first mention. Not allowed reduction of simple words, even if they are repeated often.

The doses of drugs, units, and other numerical values must be specified in SI units.

6. AUTHOR'S SUMMARY

Author's summary of the article is the main source of information to domestic and foreign information systems and databases, indexing the journal. Summary is available on the website of Publisher "Medicine", Online Scientific Electronic Library and is indexed by Web network search system.

From the article abstract the essence of the study should be clear to the reader. From the article abstract the reader must determine whether to apply to the full-text of this article for getting more detailed information being of interest for him. The summary should represent only the essential facts of the work. There is welcome annotation structure that replicates the structure of the article and includes an introduction, aims and objectives, methods, results, conclusion (outputs). However the subject, topic, the purpose of the work are specified in the case if they are not clear from the title of the article; it is worthy to describe the method or methodology of the work performance in the event if they differ in novelty or are of interest from the point of view of this work.

The summary should be begin with the information contained on the title sheet. The amount of text of the author's summary is determined by of the content of the publication (volume of information, its scientific

value and/or practical significance), and must be in limits of 100-250 words. Resume must be accompanied by a few key words or phrases that reflect the main theme of the article and facilitate the classification of the work in computer search systems. Key words are listed, separated by semicolons. At the end of the list the full point isn't put.

Abstract and key words should be presented **in both Russian and English languages**. When translating the names of the authors it is recommended to transliterate them similarly to previous publications or according to BGN (Board of Geographic Names) system (see the website <http://www.translit.ru>). For full names of the organization (s) it is important that officially adopted English version of the name (s) should be presented.

7. REQUIREMENTS FOR THE ILLUSTRATIONS

The illustration submitted in electronic format. Black-and-white line drawings: File Format - TIFF (extension *.tiff), any program that supports this format (Adobe PhotoShop, Adobe Illustrator, etc.); mode - bitmap (bitmap), Resolution 600 dpi (dot per inch), you can use the LZW compression or the other; media CD-R, CD-RW; it is necessary to provide hard-copy, and each illustration should be typed on a separate sheet. The text on the illustrations must be clear.

8. FIGURES AND PHOTOS CAPTIONS

Figures and photos captions are grouped together and are given on a separate sheet. Each figure should have a common header and a transcript of all the clippings. In the captions to the figures there are indicated designations along with abscissa and ordinate axes and units, there are given explanations on each curve. In captions to micrographs there are indicated staining method and magnification.

9. TABLE DESIGN

Table design: at the top right it is necessary to designate a table number (if there is more than one table), below its name is given. Clipped words in the tables are not allowed. All figures in the table must match the numbers in the text and must be treated statistically. Tables can be given in the text, without transferring to the separate pages.

10. REFERENCE LISTS.

The correct description of the sources used in the bibliographies is a guarantee that the cited publication will be taken into account when assessing the scientific public activity of the authors and the organizations in which they work.

In original papers it is not assumed to quote more than 30, in literature reviews - no more than 60, in lectures and other materials - up to 15 sources. The bibliography should contain, in addition to seminal works, publications over the past 5 years. References should be numbered consecutively in the order in which they are first mentioned in the text. The references in the text are given as numbers within square brackets.

References to unpublished works are not allowed.

The bibliographic description of the book (following the title): city (where has been published); separated by the colon- name of the publisher, separated by the semicolon - year of publication. If the reference is provided to the chapter in the book: (authors); title of the chapter, separated by the point - there is put "In:" and the name(s) of the author(s) or editor(s), then - the title of the book and output data. Bibliographic description of the article from the journal: the author(s), article title, journal name, year, volume, issue of the journal in parentheses, separated by the colon, numbers of the first and last pages.

In case of a team of authors up to 6 persons, all of them are referred, for larger groups of authors the names of the 6 first authors must be written and followed by: "et al.". If as the authors of the books there are the editors, after the names, separated by comma, it should be put: "ed."

Accordingly to the requirements of the International citation systems the reference lists are included in the English-language block of the article and, respectively, must be given not only in the original language, but also in Latin (written in Roman alphabet). Therefore, the authors of articles should provide a list of literature in two versions: the one version should be in the original language (Russian sources in Cyrillic, English- in Latin), and as separate block represented as the same list of references (References) in the Roman alphabet for the international databases/ The latter must repeat all the sources of literature, regardless of whether there are any of them are foreign. If the list of references includes links to foreign publications, all of them are repeated in the list, submitting in the Roman alphabet.

The names of the authors and the Russian-language titles of the sources of publication are to be transliterated into Latin characters. The titles of articles, monographs, collections of articles, conferences are

to be translated, the description of language (in Russian) should follow the output data given in numbers. The title of the reference is italicized.

The list of references in Latin alphabet may be prepared with the help of transliteration systems of free access (<http://www.translit.ru>) and Google translator. To do transliteration manually is not allowed in order to avoid errors.

Because of the possibility of various options of transliteration of names in the preparation of references to articles published in journals of "Meditsina Publishers" it is recommended the use of data from the sites <http://www.medlit.ru> or <http://www.elibrary.ru>

11. TECHNOLOGY FOR PREPARATION OF LINKS WITH THE USE OF THE SYSTEM OF AUTOMATIC TRANSLITERATION AND TRANSLATOR.

On the site <http://www.translit.ru> one can use the software for transliteration of Cyrillic to Latin.

1. Enter to the site <http://www.translit.ru>. In the window for setting up (to leftward of "транслит"), select **BGN (Board of Geographic Names)** as the system of transliteration. Into a special field in yellow border we put the entire text of the bibliography, except the title of the book or article in Russian, and click key "в транслит"
2. We copy the transliterated text into the preparing list of References.
3. With the aid of Google Translate we translate the title of the article, monograph, collection of scientific articles, conferences, etc., transfer it in the prepared list. **Translation, of course, requires editing.**
4. Combine the descriptions in transliteration and translated, making out in accordance with the accepted rules. Herewith it is necessary to disclose the place of publication (Moscow), and possibly make minor technical amendments.
5. At the end of the reference in round brackets there is indicated: (in Russian). The reference has been ready.

Examples of transliteration of Russian literature sources for English-language block of the article

Description of the article from the journal:

Krasovsky G.N., Yegorova N.A., Bykov I.I. Methodology of harmonizing hygienic standards for water substances, and its application to improving sanitary water legislation. Vestnik Rossiyskoy AMN. 2006; 4: 32-36 (in Russian).

Description of the article from the online journal:

Belozеров Yu. M., Dovgan M. I., Osmanov I. M., Shabelnikova E. I., Magomedova Sh. M. Trophotropic effect of carnitine in adolescents with mitral valve prolapse and overfatiguability

Available at: http://www.rosmedportal.com/index.php?option=com_content&view=article&id=1388:2011-10-04-02-23-15&catid=25:the-project (Accessed 31 October 2013).

Description of the book (monograph, collection book):

Pokrovskiy V.M., Korot'ko G.F., eds. Human physiology. 3rd ed. Moscow: Meditsina; 2013. (in Russian)

From disaster to rebirth: the causes and consequences of the destruction of the Soviet Union. Moscow: HSE Publ.; 1999 (In Russian).

Latyshev V.N. Tribology of cutting. Ivanovo: Ivanovo St. Univ.; 2009. Vol. 1: Frictional processes in metal cutting. (In Russian)

Description of conference proceedings:

Usmanov T.S., Gusmanov A.A., Mullagalin I.Z., Muhametshina R.Ju., Chervyakova A.N., Sveshnikov A.V. Features of the design of field development with the use of hydraulic fracturing. In: New energy saving subsoil technologies and the increasing of the oil and gas impact: Proc. 6th Int. Symp. Moscow, 2007; 267-72. (In Russian)

Description of website:

APA Style (2011). Available at: <http://www.apastyle.org/apa-style-help.aspx> (accessed 5 February 2011).

Description of dissertation:

Semenov V.I. Mathematical modeling of the plasma in the compact torus: Diss. Moscow; 2003. 300 p. (In Russian).

Description of GOST (State standard):

State Standard 8.586.5–2005. Method of measurement. Measurement of flow rate and volume of liquids and gases by means of orifice devices. Moscow: Standartinform Publ., 2007. (In Russian)

Description of the patent :

Palkin M.V. The way to orient on the roll of aircraft with optical homing head. Patent RF, N 2280590; 2006. (In Russian).

Examples of design of the bibliographic references for the Russian-language part of the article

Journal articles:

Веркина Л.М., Телесманич Н.Р., Мишин Д.В., Ботииков А.Г., Ломов Ю.М., Дерябин П.Г. и др. Конструирование полимерного препарата для серологической диагностики гепатита С. Вопросы вирусологии. 2012; 1: 45-8.

Чучалин А.Г. Грипп: уроки пандемии (клинические аспекты). Пульмонология. 2010; Прил. 1: 3-8.

Aiuti A., Cattaneo F., Galimberti S., Benninghoff U., Cassani B.,

Callegaro L. et al. Gene therapy for immunodeficiency due to adenosine deaminase deficiency. N. Engl. J. Med. 2009; 360 (5): 447-58.

Glauser T.A. Integrating clinical trial data into clinical practice. Neurology. 2002; 58 (12, Suppl. 7): S6-12.

Books:

Медик В.А. Заболеваемость населения: история, современное состояние и методология изучения. М.: Медицина; 2003.

Воробьев А.И., ред. Руководство по гематологии. 3-е изд. т. 3. М.: Ньюдиамед; 2005.

Радзинский В. Е., ред. Перионеология: Учебное пособие. М.: РУДН; 2008.

Beck S., Klobes F., Scherrer C. Surviving globalization? Perspective for the German economic model. Berlin: Springer; 2005.

Michelson A.D., ed. Platelets. 2nd ed. San Diego: Elsevier Academic Press; 2007.

Mestecky J., Lamm M.E., Strober W., eds. Mucosal immunology. 3rd ed. New York: Academic Press; 2005.

Chapters in the book

Иванова А.Е. Тенденции и причины смерти населения России. В кн.: Осипов В.Г., Рыбаковский Л.Л., ред. Демографическое развитие России в XXI веке. М.: Экон-Информ; 2009: 110-31.

Silver R.M., Peltier M.R., Branch D.W. The immunology of pregnancy. In: Creasey R.K., Resnik R., eds. Maternal-fetal medicine: Principles and practices. 5th ed. Philadelphia: W.B. Saunders; 2004: 89-109.

Proceedings of scientific conferences, abstracts:

Актуальные вопросы гематологии и трансфузиологии: Материалы научно-практической конференции. 8 июля 2009 г. Санкт-Петербург. СПб.; 2009.

Салов И.А., Маринушкин Д.Н. Акушерская тактика при внутриутробной гибели плода. В кн.: Материалы IV Российского форума "Мать и дитя". М.; 2000; ч. 1: 516-9.

European meeting on hypertension. Milan, June 15-19, 2007. Milan; 2007.

Harnden P., Joffe J.K., Jones W.G., eds. Germ cell tumours V: Proceedings of the 5th Germ cell tumour conference. 2001, Sept. 13-15; Leeds; UK. New York: Springer; 2001.

Мельникова Н.В. Клинико-биохимические и морфологические изменения печени у больных с атерогенной дислипидемией: Дисс. М.; 2008.

Borkowski M.M. Infant sleep and feeding: a telephone survey of Hispanic Americans: diss. Mount Pleasant (MI): Central Michigan University; 2002.

Electronic information resources:

Resolution adopted by the General Assembly on 27 July 2012

66/288. The future we want

Available at: <http://www.uncsd2012.org/thefuturewewant.html>

<http://daccess-dds-ny.un.org/doc/%20UNDOC/GEN/N11/476/12/PDF/N1147612.pdf?OpenElement>

Abood S. Quality improvement initiative in nursing homes: the ANA acts in an advisory role. Am. J. Nurs. 2002; 102 (6). Available at: <http://www.psvedu.ru/journal/2011/4/2560.phtml>.

The author is responsible for the correctness of bibliographic data.

12. EDITORIAL ETHICS.

Data reliability. According to the ethical obligations scientists must provide reliable results of scholarly work for publication

Authorship. All persons designated as authors should meet the criteria of this term. Participation in the work of the each author must be sufficient to take responsibility for its content. The right to be called as "the author" is based on the following facts:

- 1) substantial contribution to the conception of the study or, analysis, or interpretation of data;
- 2) preparing the text of the article or making principal alterations;
- 3) final approval of the version to be published.

Participation, consisting just in providing funding or selection of material for an article, does not justify inclusion in the group of authors. The general supervision of the research team also is not to be recognized as sufficient for authorship.

All team members who fail to match criteria for authorship should be listed (with their consent) in the section "Acknowledgements".

The order in which authors are listed, is determined by their joint decision.

A conflict of interests. A conflict of interests concerning the certain manuscript comes in the event if one of the participants in the review process or the publication is an author, reviewer, or editor has obligations that might influence its opinion. The most common cause of a conflict of interest arising seems to be financial relationships. There may be other reasons - personal relationships, scientific competition.

Members of the review process and the publication must report about existence of any conflict of interest.

Respect for Patients' Rights and confidentiality. Patients have a right to privacy that must not be infringed without their informed consent. Personally identifiable information, including the names of patients, initials, numbers of hospitals and medical records, should not be published in written descriptions, photographs and pedigrees unless the information is not of great scientific value, or if the patient has given written consent for the publication. Authors should submit to the editor a written informed consent of the patient on the dissemination of information and report about it in the article. Patients have a right to privacy that should not be violated without informed consent. Identifying information, including names, initials, or hospital numbers, should not be published in written descriptions, photographs, or pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) gives written informed consent for publication. Informed consent for this purpose requires that an identifiable patient be shown the manuscript to be published.

Protection of Human Subjects and Animals in Research. When reporting experiments on human subjects, authors should indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional and national) and with the Helsinki Declaration of 1975, as revised in 2008. When reporting experiments on animals, authors should indicate whether the institutional and national guide for the care and use of laboratory animals was followed.

Multiple publications. The Editors do not consider manuscripts submitted simultaneously for publication in other journals, as well as works that are for the most part have already been published as an article or became a part of another work submitted or accepted for publication in any other print or electronic media. This policy does not preclude consideration of the article not accepted for publication by another journal, or a full description provided after the publication of the preliminary results (abstracts), presented at professional conferences.

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Articles that do not comply with these requirements will not be considered. Submitted manuscripts which have been denied publication are not sent back.

Courtesy (author's) copies are not provided *Author's copies* are not provided, the journal is available by subscription only.

The detailed description of the items of "Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals, revised by the International Committee of Medical Journal Editors, in particular ethical issues, is available on our website in translation into Russian (2006), the original version in English (Updated August 2013) can be found at the site: www.ICMJE.org.