

## INSTRUCTIONS FOR AUTHORS

The **Journal of Medical and Biological Sciences** is a specialized periodical which aims at publishing and promoting the exchange of scientific and technological information in the medical, bioethical and biological fields. Willing to receive contributions from the national as well as international scientific community, the Journal has expanded its objectives in order to include reports from pedagogical experiences in the teaching of medical and biological sciences.

### 1 GUIDELINES FOR PRESENTATION

- 1.1** The scientific papers submitted for publishing must be inedited; their simultaneous presentation in another periodical is not allowed. Their subject matter must be themes within the medical, biological and correlative areas, classified according to the following system:

**Editorial** – its author will be indicated by the scientific editor, and it might be written by another person by especial request from the Editorial Board.

**Original articles** – texts of 15-25 pages, presenting new attested results from either empirical or theoretical researches, presented in a comprehensive way and discussed with regard to their applications.

**Articles of partial results** – texts of 15-25 pages, presenting new results from either empirical or theoretical researches in progress, presented under the form of research notes; they should present and discuss the experiments, observations and findings.

**Overview articles** – texts of 8-12 pages, aiming at reviewing the main facts and ideas within certain fields of research, establishing the relationship between them and giving evidence of a structural and conceptual grasp of the subject.

**Clinical cases** – texts of 8-15 pages, reporting clinical cases, including discussions and literature reviews.

**Reviews** – texts of 1-4 pages, presenting critical analysis of recently published books, thesis and periodicals.

**Lecture papers and reports from innovative experiments** – texts of 8-15 pages about specific themes of the periodical or related to its scientific interests.

**Letter to the Editor** – communications on scientific events and relevant researches.

- 1.2** The scientific papers submitted for publishing must be inedited, their simultaneous presentation in another periodical is not allowed. The copyright of the published works belongs to the **Journal of Medical and Biological Sciences**, including translation rights, however, later publication is allowed in the form of transcription of the original text, with the respective indication of its source.
- 1.3** The Journal reserves the right to submit all original texts to the appreciation of the Publishing Committee, the Editorial Committee and the Ethical Committee, which have complete authority to decide on the convenience of its acceptance, having also the right to return the texts to the authors with suggestions for alterations in order to adapt them to the editorial instructions of the Journal. In this case, the work will be reassessed by the consultants and by the Editorial Committee. The rejected work will be sent back to its authors. The names of consultants and authors will remain mutually unknown.
- 1.4** Every work dealing with human beings, including human organs and/or tissue, as well as clinical reports and results of clinical examinations must be under the terms of the Resolution nr. 196/96 from the National Health Board (Conselho Nacional de Saúde). Furthermore, they must have the approval of a Commission of Ethics and Research appointed by the Journal's Ethical Committee. The work which deals with animal experiments should clearly indicate if the experiments have followed the recommendations of any institution regarding the care and use of animals for lab research.
- 1.5** The texts remain under the entire responsibility of their authors and do not express the opinions of the Publishing Committee or the Editorial Committee at all.
- 1.6** The Journal reserves the right to alter the original text in order to ensure the standards and quality of the publication, respecting nevertheless the authors' style and opinions. The typographical proofs of the texts will not be sent to the authors, however, they will receive one print copie of the number of the Journal in which their work has been published.
- 1.7** The costs of color photographs will be paid by the authors interested in their publication.
- 1.8** The signing of the Declaration of Responsibility is mandatory. We suggest the authors enclose the text below:
- I (We) declare hereby that the article sent for publication in the Journal of Medical and Biological Sciences is an original work and that its contents have not been previously published and it is not being considered for publication by any other periodical, either in printed or electronic form.

Date and signature

Both the main author and co-authors should sign the above Declaration which will be considered the authors' permission for publication if the work is accepted by the Journal.

### 1.9 Submitting articles online

Papers should be submitted electronically through the website of the journal of Medical Sciences and biological available at: <http://www.portalseer.ufba.br/index.php/cmbio>

Other forms of submission will be accepted.

## 2 FORMAL PRESENTATION OF THE TEXTS

The originals sent to the **Journal of Medical and Biological Sciences** should be presented under the following instructions, which are based on the guidelines established by the NBR 6022/2003 of the Associação Brasileira de Normas Técnicas (ABNT):

- 2.1** The text should be written in Portuguese, English, French and / or Spanish and typed in Times New Roman pitch 12, spaced 1.5 cm, margins 3 cm both sides, until 20 pages.
- 2.2** illustrations (graphics, drawings, tables, etc..) must be limited to the absolutely indispensable, it must be worked preferably in appropriate program such as Excell, Harvard, Graphics, JPEG or other. It must be in the text file or separately submitted in digital format. Figures should be numbered in Arabic numerals. The indication of the type of illustration (Figure, Table, etc..) Must be located at the bottom of it, then the corresponding number in Arabic numerals (eg Figure 1 – Table 5) and the respective title preceded by indent; caption explanation must be clear and concise, in Times New Roman 10. In the case of illustrations taken from other works, must indicate the source.
- 2.3** Statistic tables should also be numbered consecutively in Arabic algorithms but will bear their respective designation — for instance, Table 1 – Title; Table 2 – Title, etc. — at the top of the page. Their form should follow the **Guidelines for Statistic Tables**, issued by the IBGE (1993).
- 2.4** The probable place where the illustrations and tables are supposed to be inserted should be indicated in the body of the text.
- 2.5** Footnotes should be indicated by an asterisk and limited to the absolutely indispensable.
- 2.6** The following observations should be taken into consideration when presenting the text: names and designations of elements instead of their formulas and symbols; dates extensively written instead of figures, binomials of zoological and botanical terminology extensively written in italic characters instead of abbreviated forms; mathematical and physics symbols according to internationally accepted paradigms; metrical symbols according to Brazilian current legislation.
- 2.7** In the writing of the original text, the structure proposed in 2.7.1-2.7.3 should be followed, as far as possible, in the same order in which its elements are presented below.

### 2.7.1 Pre-textual elements

- a) Heading** – it should include: the title and (if any) subtitle of the article, which should be concise, including only the necessary information for its identification. When the language of the article is Portuguese, the title should be written in both Portuguese and English; when the language of the article is either E, French or Spanish, in the respective language and in Portuguese; – name (s) of author (s) and their most important academic degrees. Should be inserted in a footnote the name of the Correspondence along with business address, phone and email.
- b) Abstract** – concise presentation of the main content of the text emphasizing the most relevant conclusions, in order for the writer to be able to evaluate its interest without reading the whole article. As for the questions of style and language, it should be under the terms of the NBR – 6028 /1990 from ABNT and the abstract should not exceed the recommended 250 words.
- c) Keywords** – words or expressed which identify the content of the text. Must be used the Medical Subject Headings (MeSH).

### 2.7.2 Text

- a) Introduction** – it should be a clear presentation of the aims of the work and its relationship to other studies within the same field or lines of research. Extensive bibliographical review should be avoided and, if possible, replaced by references to the most recent works, where such review has already been made. Texts written originally as dissertations, thesis or their abstracts should be modified in order to be texts in new format, adjusted to all the Journal's requirements regarding illustrations, photographs, tables, etc.

- b) Methods and techniques** – The description of the methods employed should be short but explicit enough to ensure a clear understanding of the work and its reproduction. Techmust be only quoted, unless they have been modified.
- c) Results** – they should be presented with a minimum of discussion or personal interpretation, supplemented by tables and/or illustrations, when needed. Statistic data should be submitted to appropriate analyses.
- d) Discussion** – it should be limited to the meaning of the data collected, the achieved results and its relationship to the existing knowledge, and hypotheses which have no bearing on the results should be avoided.
- e) Conclusions** – they should be based upon the text itself.

### 2.7.3 Post-textual elements

- a) Title of the article** (and subtitle, if any) in the foreign language, preceding the abstract: for articles in Portuguese, the language should be English; for articles in other languages (see 1.3.), the language should be Portuguese.

- b) Abstract** in foreign language – English (**Abstract**) or Portuguese (**Resumo**), according to a).

- c) Keywords** or **Palavras-chave**, according to the situation.

**NB:** Foreign authors are not expected to present the **Resumo** in Portuguese, as well as the title of the article and its keywords.

- d) References** – limited to 20, may be they should be under the terms of the NBR 6023/2002 of the ABNT. References may be systematized in **alphabetical order**, if the system adopted is author-data for quotations within the text, or they might be organized in **numerical order** (Arabic algorisms) if the adopted system is the numerical quotation system (see NBR 10520/2002 from ABNT). Abbreviated forms of the title of quoted periodicals should be in accordance to the NBR 6023/2989 from ABNT and/or the nomenclature of specialized indexes. The accuracy of the references is on the authors' own responsibility. Verbally communicated information, work in progress or unpublished work should not be included in the list of References; when quotations from this type of material are indispensable, the available information should mentioned in the footnote, on the same page as the quotation. **NB:** Foreign authors are not expected to follow the guidelines issued by the ABNT, however, they should include the main elements of their references, as listed bellow:

- For **periodical articles**: author(s), title of article (and subtitle, if any), periodical, place of publication, number of volume and/or year, first and last page number for the article, date of publication (for instance, January 2001; July /September 2000; Summer 1998, etc.); when the issue is a Supplement, Special Issue or similar, this should also be mentioned.
- For **books**: author(s), title of article (and subtitle, if any), edition (if not the first), place of publication (city), publishing house and year of publication.
- For **papers presented at conferences and similar events**: author(s), title of article (and subtitle, if any), followed by the word In.; title of the event and respective number (if any), year and place where it was held; title of the publication where the paper was published (Annals, Report, etc.), place of publication (city), publishing house, year of publication, first and last page number for the paper referred.

- e) Thanks** (if any).
- f) Date of delivering the original text** to the Journal.
- g) Declaration of responsibility** (see 1.8).

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## MODELO DE RESUMO

Resumo

**Introdução:**

**Objetivo:**

**Metodologia:**

**Resultados:**

**Conclusão:**

Palavras chave: Palavra chave. Palavra chave. Palavra chave. Palavra chave.

**Introduction:**

**Objective:**

**Methodology:**

**Results:**

**Conclusions:**

Keywords: Keyword.. Keyword. Keyword. Keyword.

## MODELO DE IDENTIFICAÇÃO

Titulo do artigo em português

Título do artigo em inglês

Nome do autor<sup>1</sup>, Nome do autor<sup>2</sup>, Nome do autor<sup>3</sup>, Nome do autor<sup>4</sup>

<sup>1</sup>Titulação do autor, filiação, resumo da biografia, <sup>2</sup>Titulação do autor, filiação, resumo da biografia, <sup>3</sup>Titulação do autor, filiação, resumo da biografia, <sup>4</sup>Titulação do autor, filiação, resumo da biografia

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