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ACTA MEDICA CROATICA

Urednik / Editor-in-Chief

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Časopis je indeksiran u / The Journal is indexed in

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NOTES FOR CONTRIBUTORS

ACTA MEDICA CROATICA publishes leading articles/editorials, original articles, reviews, case reports, annotations, examples of continuing medical education, abstracts from congresses and symposia, letters to the Editor, book reviews and other contributions. Issues dedicated to a topic chosen by guest–editors are also published. All manuscripts should be written in Croatian. Acceptance of a categorized manuscript precludes its submission/publication elsewhere.

Manuscript preparation

All manuscripts should be submitted in three hard copies and on diskette in Word. Original papers should not exceed 20 double space pages (maximum 30 lines *per* page).

Original papers should contain: Introduction, Objective(s), Methods, Results, Discussion and Conclusions. In the Introduction section, the issue should be clearly and concisely presented. In Objective(s), the aim of the study is briefly described. In the Methods section, the methodology, apparatus and procedures used in the study should be identified in sufficient detail to allow other workers to reproduce the results. Widely known methods need not be described but original references should be used. For drugs, generic names should be used (trade names can be mentioned in parentheses). Results should be clearly and logically presented, and their significance should be demonstrated by appropriate statistical methods. In Discussion the results obtained are discussed against the existing state of the art. Conclusions should correspond with the aim(s) set in the Objective(s).

The title, first and last name(s) of the author(s), institution(s) and address of the corresponding author should be submitted on a separate sheet of paper.

Synopsis written in Croatian should contain maximum 200 words on a separate sheet of paper. Typescript should contain extended structured [Objective(s), Methods, Discussion, Conclusion(s)] abstract (500–600 words) with title of the manuscript, initials of authors' first name(s), full last name(s) and institution(s) in English.

Below the Abstract, key words that will assist indexers in cross indexing the article should be

provided.

Each table is presented on a separate sheet. Number tables consecutively in the order of their first citation in the text and supply a brief title for each. The same applies to figure legends. On the back of each figure put the name of the first author, the figure number and the “top”, preferably with a soft pencil. Black-and-white glossy photographs should be submitted. Drawings should be made by Indian ink on white paper or printed by laser or ink jet printer using high resolution graphic techniques.

References are submitted on separate pages in the numbered sequence following their mention in the text. References are cited according to the “Vancouver style” proposed by the International Committee of Medical Journals Editors (N Engl J Med 1991; 324: 421–8 and BMJ 1991; 302: 338–41). The titles of journals should be abbreviated according to Index Medicus.

Article in the journal (if there are six or less authors, they should all be mentioned; if there are seven or more authors, the first three should be mentioned and the “*et al.*” should be added.

Example: Smerdelj M, Pećina M, Hašpl M. Surgical treatment of infected knee contracture after war injury. Acta med Croat 2000; 53: 151–5.

Supplement

Djelmiš J, Ivanišević M, Mrzljak A. Sadržaj lipida u placenti trudnica oboljelih od dijabetesa. Acta Med Croat 2001; 55 (Supl. 1): 47–9.

Books and monographs

Mould RF. Introductory medical statistics. Turnbridge Wells: Pitman Medical, 1976.

Guluyer AY, ed. Health indicators. An international study for the European Science Foundation. Oxford: M. Robertson, 1983.

Chapter (of a book)

Weinstein L, Schwartz MN. Pathogenic properties of invading microorganisms. In: Sodeman WA, ed. Pathologic physiology: mechanism of disease. Philadelphia: WB Saunders, 1974, 457–72.

Disertation or MA Thesis

Cigula M. Aktivnosti nekih enzima u humanom serumu kao pokazatelji apsorpcije žive (disertacija). Zagreb: Medicinski fakultet; 1987, str. 127.

Citation of literature published in electronic format

Web, Electronic journal, Book on CD-ROM, Journal on CD-ROM, Softver (program)

Examples done in Notes for Contributors in Croatian (preceding page)

Manuscripts should be sent to the Address of the Editorial Board. Upon the receipt, the manuscript is forwarded by Editorial Board for anonymous review (two reviewers). If changes or amendments of the manuscript are proposed by the reviewer(s), a copy of the reviewer’s report is sent to the author for final correction of the text. Galley proofs are sent to the author for correction.

The Editorial Board is not obliged to publish the manuscripts in the order of their receipt and acceptance.

Manuscripts are not returned to the authors.

UPUTE AUTORIMA

Časopis **ACTA MEDICA CROATICA** objavljuje uvodnike, izvorne radove, preglede, klinička zapažanja, osvrti, primjere iz kontinuirane medicinske edukacije, sažetke radova s kongresa i simpozija, pisma uredništvu, prikaze knjiga i drugo. Objavljuje i tematske brojeve časopisa uz gosta–urednika. Prihvatanje kategoriziranog članka obvezuje autora da isti članak ne smije objaviti na drugome mjestu bez dozvole Uredništva.

Upute autorima u skladu su s tekstem International Committee of Medical Journal of Editors. Uniform Requirements for Manuscripts Submitted to Biomedical Journals (N. Engl J Med 1997; 336: 305–15).

Oprema rukopisa

Članci i svi prilozi dostavljaju se na hrvatskom jeziku u tri istovjetna primjerka i na disketi u Wordu. Rad ne smije imati više od 20 stranica, tipkanih dvostrukim proredom (najviše 30 redaka na jednoj stranici). S obje strane teksta valja ostaviti bijeli rub širine 3,6 cm.

Izvorni radovi sadrže ove dijelove: uvod, cilj rada, metode rada, rezultati, rasprava i zaključci. Uvod je kratak i jasan prikaz problema, cilj sadrži kratak opis svrhe istraživanja. Metode se prikazuju tako da čitatelju omoguće ponavljanje opisana istraživanja. Poznate se metode ne opisuju, nego se navode izvorni literaturni podaci. Ako se navode lijekovi, rabe se njihova generička imena (u zagradi se može navesti njihovo tvorničko ime). Rezultate treba prikazati jasno i logički, a njihovu značajnost dokazati odgovarajućim statističkim metodama. U raspravi se tumače dobiveni rezultati i uspoređuju s postojećim spoznajama na tom području. Zaključci moraju odgovoriti postavljenom cilju rada.

Naslov rada, puna imena i prezimena autora, ustanova u kojoj je rad napravljen te adresa prvoga autora dostavljaju se na posebnom listu papira.

Sažetak na hrvatskom jeziku prilaže se u obimu od najviše 200 riječi na posebnom listu papira. Prilog radu je i prošireni strukturirani sažetak (cilj, metode, rasprava, zaključak) na engleskom jeziku (Summary) (500–600 riječi) uz naslov rada, inicijale imena i prezime autora te naziv ustanova na engleskom jeziku.

Ispod sažetka (i summary–ja) navode se ključne riječi koje su bitne za brzu identifikaciju i klasifikaciju sadržaja rada.

Tablice se prikazuju na posebnom listu papira. Moraju imati redni broj koji ih povezuje s tekstem i naslov. I svaka slika treba imati svoj redni broj prema redoslijedu kojim se pojavljuje u tekstu i ime prvog autora rada. Opis slika (legenda) tiska se također na posebnom listu papira prema svom rednom broju. Fotografije se primaju crno–bijele na sjajnom papiru. Crteži se mogu izraditi tušem na bijelom papiru ili otisnuti na računalnom laserskom ili tintanom štampaču grafičkim tehnikama visoke rezolucije.

Popis literature

Piše se na posebnom papiru s rednim brojevima prema redoslijedu kojim se citat pojavljuje u tekstu. Literatura se citira prema dogovoru postignutom u Vancouveru, a za naslove časopisa treba rabiti kraticu navedenu u Index medicus.

Članak u časopisu (navedite sve autore ako ih je 6 ili manje; ako ih je 7 ili više, navedite prva tri i dodajte: i sur.:

Smerdelj M, Pećina M, Hašpl M. Surgical treatment of infected knee contracture after war injury. Acta Med Croat 2000; 53: 151–5.

Suplement časopisa:

Djelmiš, J, Ivanišević M, Mrzljak A. Sadržaj lipida u placenti trudnica oboljelih od dijabetesa. Acta Med Croat 2001; 55 (Supl. 1): 47–9.

Knjige i monografije

Mould RF. Introductory medical statistics. Turnbridge Wells: Pitman Medical, 1976.

Guluyer Ay, ed. Health indicators. An international study for the European Science Foundation. Oxford: M. Robertson, 1983.

Poglavlje u knjizi

Weinstein L, Swartz MN. Pathogenic properties of invading microorganisms. In: Sodeman WA, ur. Pathologic physiology: mechanism of disease. Philadelphia: WB Saunders, 1974, 457–72.

Disertacija ili magistarski rad

Cigula M. Aktivnosti nekih enzima u humanom serumu kao pokazatelji apsorpcije žive (disertacija). Zagreb: Medicinski fakultet; 1987, str. 127.

Citiranje literature objavljene u elektroničkom formatu**Web**

Hoffman DL. St. John's Wort. 1995; [4 stranice]. Dostupno na URL adresi: <http://www.healthy.net/library/books/hoffman/materiamedica/1/stjhns.htm>. Datum pristupa informaciji 16. srpnja 1998.

Elektronički časopis

Morse SS. Factors in the emergence of infectious disease. Emerg Infect Dis [elektronički časopis na Internetu] 1995; [24 ekrana/stranice] Dostupno na URL adresi: <http://www.cdc.gov/ncidod/EID/eid.htm>. Datum pristupa informaciji 26. prosinca 1999.

Knjiga na CD-ROM-u

The Oxford english dictionary [knjiga na CD-ROM-u]. II izdanje. New York, NY: Oxford University Press; 1992.

Časopis na CD-ROM-u

Gershon ES. Antisocial behavior. Arch Gen Psychiatry [časopis na CD-ROM-u]. 1995; 52: 900–901.

Softver (program)

Epi Info [kompjutorski program]. Verzija 6. Atlanta, GA: Center for Disease Control and Prevention; 1994.

Radovi se šalju na adresu Uredništva časopisa. Urednički odbor šalje prispjeli rad na anonimnu recenziju (dva recenzenta). Ako recenzent predlaže promjene ili dopune rada, kopija recenzije dostavlja se autoru radi konačne odluke i ispravka teksta. Autor dobiva probni otisak rada na korekturu.

Uredništvo ne mora radove objavljivati onim redom kojim pristižu.

Rukopisi se ne vraćaju.