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Preparation of Manuscripts

General

Manuscripts should be written in English (either British or American spelling).

Manuscripts must be typed double-spaced with wide margins (at least 2 cm on all sides). Begin each of the sections on the following separate page:

Title page; abstract and key words; text; acknowledgements; references; tables; and legends. Number the pages consecutively, beginning with the title page. The papers should not exceed 10 printed pages (one printed sheet) including tables, figures, formulae and pictures.

All measurements, including hematological and clinical chemistry data, should be reported in metric units in terms of the International System of Units (SI). Only standard abbreviations should be used. Latin words should be written in italics.

The format of the article should be as follows:

1. **Title page** should include:

- a. The title of article in English and Polish
- b. the first name, middle initial and last name of each author
- c. the name of the department(s) and institution(s) to which the work should be attributed;
- d. the name, address, telephone and fax numbers, and E-mail address of the author responsible for correspondence;

2. **Abstract page and key words:** The second page should contain a concise abstract in English and Polish, It should contain no more than 250 words An abstract should be divided into the following sections: Objective, Material/Methods, Results, Conclusions.

Key words (3- 6) or short terms drawn from the Medical Subject Headings (MeSH) list of Index Medicus should be added to the bottom of the abstract page.

3. **Text of an article** should be organized as follows: Introduction, Material and Methods, Results, Discussion, Acknowledgements and any additional information (e.g. research grants), References.

4. **References** should be numbered and listed according to their order of citation in the text. The references should be cited in the text as numbers in brackets. Use the format described in the Uniform Requirements, which is based on the US National Library of Medicine's Index Medicus (title, year, volume, first and last page). Journals titles should be abbreviated in accordance with the List of Journals Indexed in Index Medicus (published each January in Index Medicus).

Examples:

- for periodicals:
Kraan M.C., Smeets T.J.M., vanLoon M.J., et al. Differential effects of leflunomide and methotrexate on cytokine production in rheumatoid arthritis. *Ann Rheum Dis* 2004; 63: 1056- 1061;
- for an article in a book:
Eisen HN: *Immunology: An Introduction to Molecular and Cellular Principles of the Immune Response*. 5th ed., New York, Harper and Row, 1974: 406.

- for books:

Stryer I. 1986. Biochemia. PWN Warszawa.

5. **Tables.** Each table should be typed double-spaced on a separate sheet. Number tables consecutively in the order of their first citation in the text. Supply a title or legend for each. Place explanatory material in footnotes, not in the legend. Explain non-standard abbreviations, and identify statistical measures.

6. **Figures** must be prepared on a computer or professionally drawn and photographed. Graphics may be sent in one original (labeled „original”) and 2 photocopies. Each figure must be labeled on the back with its number, the authors name, and the indication” top”. Figures should be numbered consecutively in the order in which they are mentioned in the text.

The Authors are expected to bear the costs of printing color plates; arrangements may be made with the Editor.

Proof-reading. The authors of the articles are asked to read them for printer’s errors and return them within one week by fax (sending the original proofs by regular mail).

Reprints. Reprints can be ordered from the Editor, using the order form that is sent with the proofs. Orders must be received before the article goes to press; those received after that time are subject to a surcharge.

Manuscripts and all correspondence should be addressed to:

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