

NOTES FOR CONTRIBUTORS

The requirements of *Epidemiology and Infection* are in accordance with the International Committee of Medical Journal Editors. Uniform requirements for manuscripts submitted to biomedical journals. *Br Med J* 1988; 296: 401–5 and *Ann Intern Med* 1988; 108: 258–65.

Submission of manuscripts

Papers for publication should be sent to Professor J. R. Pattison, Faculty of Clinical Sciences, School of Medicine, University College London, University College Street, London WC1E 6JJ. The typescript and two copies should be sent, with three copies of all tables and illustrations. Authors are requested to include a self-addressed envelope for acknowledgement of receipt. Papers forwarded to the Editor for publication are understood to be offered to *Epidemiology and Infection* alone, unless the contrary is stated.

Manuscripts must be accompanied by a covering letter. This must include (a) information on prior or duplicate publication or submission elsewhere of any part of the work; (b) a statement of financial or other relationships that might lead to a conflict of interests; (c) a statement that the manuscript has been read and approved by all authors; and (d) the name and address of the corresponding author, who is responsible for communicating with the other authors about revisions and final approval of the proofs.

The manuscripts must be accompanied by copies of any permissions to reproduce published material, to use illustrations or report sensitive personal information of identifiable persons, or to name persons for their contributions.

Preparation of manuscript

Type the manuscript on white bond paper, 216 × 279 mm (8½ × 11 in) or ISO A4 (212 × 297 mm), with margins of at least 25 mm (1 in). Type only on one side of the paper. **Use double spacing throughout**, including title page, summary, text, acknowledgments, references, tables, and legends for illustrations. Begin each of the following sections on separate pages: title page, summary, text, acknowledgments, references, individual tables, and legends. Number pages consecutively, beginning with the title page. Type the page number in the upper or lower right-hand corner of each page.

TITLE PAGE

The title page should carry (a) the title of the article, which should be concise, but informative; (b) initials and last name of each author; (c) name of department(s) and institution(s) to which the work should be attributed; (d) disclaimers, if any; (e) name and address of author responsible for correspondence about the manuscript; (f) name and address of author to whom requests for reprints should be addressed or statement that reprints will not be available from the author; (g) a short running head of no more than 40 characters (count letters and spaces) placed at the foot of the title page and identified.

AUTHORSHIP

All persons designated as authors should qualify for authorship. Each author should have participated sufficiently in the work to take public responsibility for the content. A paper with corporate (collective) authorship must specify the key persons responsible for the article; others contributing to the work should be recognized separately (see 'Acknowledgments'). Editors may require authors to justify the assignment of authorship.

SUMMARY

The second page should carry a summary of no more than 150 words. The abstract should state the purposes of the study or investigation, basic procedures (selection of study subjects or experimental animals; observational and analytical methods), main findings (give specific data and their statistical significance, if possible), and the principal conclusions. Emphasize new and important aspects of the study or observations.

TEXT

The text of articles is usually divided into sections with the headings Introduction, Methods, Results and Discussion. However, the journal also publishes short articles in the form of a continuous narrative with the only separate section being the summary. These short articles are not published more rapidly but are intended to be the vehicles for valuable but limited or preliminary observations.

ACKNOWLEDGMENTS

One or more statements should specify (a) contributions that need acknowledging but do not justify authorship, such as general support by a department chairman; (b) acknowledgments of technical help; (c) acknowledgments of financial and material support, specifying the nature of the support; (d) financial relationships that may pose a conflict of interest.

Persons who have contributed intellectually to the paper but whose contributions do not justify authorship may be named and their function or contribution described – for example, 'scientific adviser', 'critical review of study proposal', 'data collection', 'participation in clinical trial'. Such persons must have given their permission to be named. Authors are responsible for obtaining written permission from persons acknowledged by name because readers may infer their endorsement of the data and conclusions.

Technical help should be acknowledged in a paragraph separate from those acknowledging other contributions.

REFERENCES

Number references consecutively in the order in which they are first mentioned in the text. Identify references in text, tables and legends by arabic numerals in parentheses. References cited only in tables or in legends to figures should be

numbered in accordance with a sequence established by the first identification in the text of the particular table or illustration.

Use the style of the examples below, which are based on the formats used by the US National Library of Medicine in *Index Medicus*. The titles of journals should be abbreviated according to the style used in *Index Medicus*. Consult *List of Journals Indexed in Index Medicus*, published annually as a separate publication by the library and as a list in the January issue of *Index Medicus*.

Try to avoid using abstracts as references; 'unpublished observations' and 'personal communications' may not be used as references, although references to written, not oral, communications may be inserted (in parentheses) in the text. Include among the references papers accepted but not yet published; designate the journal and add 'in press' (in parentheses). Information from manuscripts submitted but not yet accepted should be cited in the text as 'unpublished observations' (in parentheses).

The references must be verified by the author(s) against the original documents.

Examples of correct forms of references are given below.

Journals

(1) *Standard journal article* – (List all authors when six or fewer; when seven or more, list only first three and add et al.) Youo CH, Lee KY, Chey RY, Menguy R. Electrogastrographic study of patients with unexplained nausea, bloating and vomiting. *Gastroenterology* 1980; 79: 311–4.

(2) *Corporate author*

The Royal Marsden Hospital Bone-Marrow Transplantation Team. Failure of syngeneic bone-marrow graft with preconditioning in post-hepatitis marrow aplasia. *Lancet* 1977; ii: 242–4.

(3) *No author given*

Anonymous. Coffee drinking and cancer of the pancreas [Editorial]. *Br Med J* 1981; 283: 628.

(4) *Journal supplement*

Mastri AR. Neuropathy of diabetic neurogenic bladder. *Ann Intern Med* 1980; 92 (2 Pt 2): 316–8.

Frumin AM, Nussbaum J, Esposito M. Functional asplenia: demonstration of splenic activity by bone marrow scan [Abstract]. *Blood* 1979; 54 (suppl 1): 26a.

(5) *Journal paginated by issue*

Seaman WB. The case of the pancreatic pseudocyst. *Hosp Pract* 1981; 16 (Sep): 24–5.

Books and other monographs

(6) *Personal author(s)*

Eisen HN. *Immunology: an introduction to molecular and cellular principles of the immune response*. 5th ed. New York: Harper and Row, 1974: 406.

(7) *Editor, compiler, chairman as author*

Dausset J, Colombani J, eds. *Histocompatibility testing 1972*. Copenhagen: Munksgaard, 1973: 12–8.

(8) *Chapter in book*

Weinstein L, Swartz MN. Pathogenic properties of invading micro-organisms. In: Sodeman WA Jr, Sodeman WA, eds. *Pathologic physiology: mechanisms of disease*. Philadelphia: W B Saunders, 1974: 457–72.

(9) *Published proceedings paper*

Dupont B. Bone marrow transplantation in severe combined immuno-deficiency with an unrelated MLC compatible donor. In: White HJ, Smith R, eds. *Proceedings of the third annual meeting of the International Society for Experimental Hematology*. Houston: International Society for Experimental Hematology, 1974: 44–6.

(10) *Monograph in a series*

Hunninghake GW, Gadek JE, Szapiel SV, et al. The human alveolar macrophage. In: Harris CC, ed. Cultured human cells and tissues in biomedical research. New York: Academic Press, 1980: 54–6. (Stoner GD, ed. Methods and perspectives in cell biology; vol 1.)

(11) *Agency publication*

Ranofsky AL. Surgical operations in short-stay hospitals: United States – 1975. Hyattsville, Maryland: National Center for Health Statistics, 1978; DHEW publication no (PHS) 78-1785. (Vital and health statistics; series 13; no. 34.)

(12) *Dissertation or thesis*

Cairns RB. Infrared spectroscopic studies of solid oxygen [Dissertation]. Berkeley, California: University of California, 1965. 156 pp.

Other articles

(13) *Newspaper article*

Shaffer RA. Advances in chemistry are starting to unlock mysteries of the brain: discoveries could help cure alcoholism and insomnia, explain mental illness. How the messengers work. Wall Street Journal 1977 Aug 12: 1 (col 1), 10 (col 1).

(14) *Magazine article*

Roueche B. Annals of medicine: the Santa Claus culture. The New Yorker 1971 Sep 4: 66–81.

TABLES

Type each table double spaced on a separate sheet. Do not submit tables as photographs. Number tables consecutively in the order of their first citation in the text and supply a brief title for each. Give each column a short or abbreviated heading. Place explanatory matter in footnotes, not in the heading. Explain in footnotes all non-standard abbreviations that are used in each table. For footnotes use the following symbols, in this sequence: *, †, ‡, §, ||, ¶, **, ††...

Identify statistical measures of variations such as standard deviation and standard error of the mean. Do not use internal horizontal or vertical rules. Be sure that each table is cited in the text. If you use data from another published or unpublished source obtain permission and acknowledge fully.

ILLUSTRATIONS

Figures should be professionally drawn and photographed: freehand or typewritten lettering is unacceptable. Instead of original drawings, roentgenograms, and other material send sharp, glossy black and white photographic prints, usually 127 × 173 mm (5 × 7 in) but no larger than 203 × 254 mm (8 × 10 in). Letters, numbers and symbols should be clear and even throughout and of sufficient size that when reduced for publication each item will still be legible. Titles and detailed explanations belong in the legends for illustrations, not on the illustrations themselves.

Each figure should have a label pasted on its back indicating the number of the figure, author's name, and top of the figure. Do not write on the back of figures or scratch or mark them by using paper clips. Do not bend figures or mount them on cardboard.

Photomicrographs must have internal scale markers. Symbols, arrows or letters used in the photomicrographs should contrast with the background. If composite

or multiple electromicrographs, electrophoresis patterns, etc. are to be included, authors are requested to ensure that all the original photographic plates are of matched densities and contrast.

If photographs of persons are used either the subjects must not be identifiable or their pictures must be accompanied by written permission to use the photograph.

Figures should be numbered consecutively according to the order in which they have been first cited in the text. If a figure has been published acknowledge the original source and submit written permission from the copyright holder to reproduce the material. Permission is required irrespective of authorship or publisher, except for documents in the public domain.

LEGENDS FOR ILLUSTRATIONS

Type legends for illustrations double spaced, starting on a separate page, with arabic numerals corresponding to the illustrations. When symbols, arrows, numbers or letters are used to identify parts of the illustrations, identify and explain each one clearly in the legend. Explain the internal scale and identify method of staining in photomicrographs.

Units of Measurement

Measurements of length, height, weight and volume should be reported in metric units (metre, kilogram, litre) or their decimal multiples.

Temperatures should be given in degrees Celsius. Blood pressures should be given in millimetres of mercury.

All haematological and clinical chemistry measurements should be reported in the metric system in terms of the International System of Units (SI). Editors may request that alternative or non-SI units be added by the authors before publication.

Abbreviations and symbols

Use only standard abbreviations. Avoid abbreviations in the title and abstract. The full term for which an abbreviation stands should precede its first use in the text unless it is a standard unit of measurement.