

Instruction to the authors:

Journal Resuscitatio Balcanica is quartal interdisciplinary medical journal and is the official scientific journal of the Serbian Resuscitation Council.

The published papers are focused on the aetiology, pathophysiology and prevention of cardiac arrest, resuscitation training, clinical resuscitation, rapid response systems and ethical issues related to resuscitation.

Experimental resuscitation research papers (including animal studies) are published occasionally, but only if they are of exceptional interest and related directly to clinical cardiopulmonary resuscitation.

Papers relating to trauma are published occasionally but most of these concern specifically traumatic cardiac arrest.

Review articles and Letters to the Editor, particularly relating to articles previously published in Journal Resuscitatio Balcanica, are welcome. We do not publish case reports.

Types of articles published in this journal

1. Original Paper. Original scientific paper is the paper in where the results of the authors' own researches are first published.
2. Short Paper or prior announcement, which implies the original scientific work of a full-fledged, but smaller volume.
3. A review paper containing an original, detailed and critical view of a research problem or area in which the author has already made a certain contribution, presented in the form of auto-citates.
4. Commentary and Concepts, on a particular scientific subject based on scientific argumentation.
5. Letters to the editor

WORD LIMIT (excluding abstract and references)

Original Paper* 3000

Short Paper* 1500

Review* 4000

Commentary and Concepts* 2000

Editorial 1200

Letter to Editor 500

TABLES/ILLUSTRATION LIMIT

Original Paper* 6

Short Paper* 3
Review* 8
Commentary and Concepts* 3
Editorial 1
Letter to Editor 1

REFERENCE LIMIT

Original Paper* 40
Short Paper* 20
Review* 75
Commentary and Concepts* 20
Editorial 30
Letter to Editor 5

If the article is a part of a master's theses or a part of a dissertation, or it is made through a scientific project, it should be emphasized in a reference at the end of the text. Likewise, if an article has been presented at scientific convention, precise information of the time, place and title of the event should be noted. Manuscripts should be prepared according to the Vancouver Recommendations "UNIFORM REQUIREMENTS FOR MANUSCRIPTS SUBMITTED TO BIOMEDICAL JOURNALS" recommended by ICMJE (International Committee of Medical Journal Editors – Ann Intern Med. 1997;126:36-47.) With the manuscript a certificate of authorship should be attached. Editorial staff forwards all the articles to the expert peer reviewers. Publisher doesn't return manuscripts and doesn't provide fees.

TECHNICAL DEMANDS

Complete text, references, titles of the charts and picture legends should be in one document. Text files should be typed in Microsoft Office Word program (extension.doc), using font Times New Roman size 12, with left alignment and no indentation. The words should not be cut at the end of the row, and after punctuation one character spacing should be made. Every title and subtitle (introduction, methodology etc.) should be centered. If the text contains special characters (symbols), Symbol font should be used. Do not use commercial names of drugs and other medicaments. Instruments (equipment) should be referred to by their trade names, producer's name and address, typed in parenthesis. Abbreviations should not be used unless absolutely necessary. Full term should be given in first appearance in the text for each abbreviation used, except for standard units of measurement. Numbers should be rounded to one decimal whenever possible. For decimal

numbers coma should be used as a decimal separator in Serbian text, but period in English text as well as in tables, graphs and other illustrations. Measure units should be given according to International System of Units SI, Temperature should be specified in degrees Celsius (°C), the amount of substance in moles (mole), and blood pressure in millimeters of mercury (mm Hg).

Charts, diagrams and pictures

Charts should be made in Microsoft Office Excel program, using font size 10, and attached to the original file, along with the table from which the chart is constructed (do not import and insert links from other programs). They should be marked with Arabic numerals in order of appearance and titled in both Serbian and English. All the data within charts should be typed with Times New Roman size 12 in both Serbian and English. Abbreviations used in graphs should be explained in a legend below it in both languages.

Diagrams should be made by Corel Draw H3 program or earlier version (do not import or insert links from other programs into Corel Draw), or previously prepared diagram could be recorded and scanned with resolution 300 dpi in .jpeg format, marked with Arabic numerals in order of appearance and titled. All the data should be typed with Times New Roman size 12, in both Serbian and English. Abbreviations used in graphs should be explained in a legend below it in both languages.

Charts and diagrams should be submitted with the manuscript in electronic form (specified format), with the indication of their exact place in the text (e.g. Chart 1, Diagram 1... written in red). Abbreviations used in the text should be explained in the legends beneath the charts and diagrams in Serbian and in English.

Tables should be prepared in MO Word (do not import or insert links into Word document from other programs) with single line spacing. Titled tables should be submitted along with the manuscript in electronic form and specified format with indication of their exact place in the text (e.g. Table 1 written in red).

Pictures and photographs should be marked with Arabic numerals in order of appearance with titles in both Serbian and in English. Photographs should be taken by digital camera formatted as .jpg file or scanned in resolution 300 dpi, sized adequately (at least 6-8cm) and submitted with manuscript as a separate file, with indication of their exact place in the text (e.g. Picture 1, Photo 2... written in red). If the photograph has already been published elsewhere, reference of the source should be documented.

Every chart or illustration should be self-explanatory, i.e. understandable even without reading the text of the article. Legends should be in the footnotes beneath, with explanation of all nonstandard abbreviations. Number of graphs and illustrations should be limited to 4 or 5 necessary. Note that all charts, schemes and pictures can be inserted directly onto their position in the text

MANUSCRIPT PREPARATIONS

FIRST PAGE should be the title page of your manuscript file. The title should be short, clear and informative, corresponding to the content of the paper and it should not contain abbreviations. Subtitles should be avoided. It is best to use words appropriate for searching and indexing, in best interest of the journal and the author. If the title doesn't have such words, it would be advisable to add a subtitle – shorter version of the title (up to 70 characters). First page also contains full names of all authors, names and addresses of institutions where they work (use numbers in brackets to link them with names of authors), gratitude note possibly for the help in article realization, suggestion of the article type (original article, case report, review ...) and e-mail of the corresponding author.

SECOND PAGE should contain a structured abstract (including again the title of the article, names of authors and coauthors and names of institutions in which each of them works) written in both Serbian and English. If the original article is in Serbian language, it is desirable to provide the expanded translation of the abstract, a kind of a summary.

It states the objective of the work, basic methods of research and analysis, used materials, important results (statistic relevance) and main conclusion. The abstract cannot contain footnotes, figures, pictures or references. Statements that do not exist in the article text should be avoided, as well as general known facts. Abstracts of original articles should have 250 words and following subtitles: Introduction, Aim, Method, Results and Conclusion. Each of these parts should be written as a separate paragraph that begins with a bolded word. Three to six keywords or short phrases which summarize the content of the paper should be given under „Keywords” below the Abstract.

KEY WORDS are terms or phrases that describe adequately the contents of the article for the purpose of indexing and searching. They should be appointed relying on an international source (index, vocabulary or thesaurus) accepted within specific scientific field, e.g. in medical circles Medical Subject Headings, or generally (e.g. key words index Web of science). The text should be paginated from one onwards, commencing with the Title Page within bottom margin.

SUBSEQUENT PAGES should contain the remaining sections. Every section should be on a separate page. An original work should have the following subtitles: Introduction, Aim, Method, Results, Discussion, Conclusion, References.

INTRODUCTION should be concise, with a brief argumentation of the reasons for the study or research clearly stating the objective and a brief literature overview of the theme. A hypothesis, if there is one, and the aims of the work deriving from that hypothesis should be noted.

METHOD AND MATERIALS section must contain enough information for other researchers to repeat the investigation. All the details that could enable recognition of the patient should be avoided. Identify methods, apparatus (producer's name and place in parenthesis) as well as procedures, statistical methods and software in order to enable other authors to repeat the results. When reporting on experiments on humans, it should be emphasized that the procedure was done in accordance with the Declaration of Helsinki and Recommendation for Conduct of Clinical Research from 1975, revised in 1983. The compliance of the authorized ethics committee is also obligatory. Names, initials or patients' card numbers should never be published, especially if the material is illustrated. If there is a possibility of recognizing the patient, all details that can provide identification should be excluded, unless written consent for publishing is acquired from the patient or his relatives, which should be emphasized in the manuscript. You should also state if the principles of animal protection according to laws and regulations were followed in experiments. A detailed account of statistical methods used should be given in order to enable that a well-informed reader can check the results. Whenever possible, quantify the results and also state the corresponding statistical flaw index (e.g. SD, SE or credibility borders). Avoid relying only on statistical testing of the hypothesis, such as r value, which does not provide relevant quantitative data. Always discuss the plausibility.

RESULTS should be presented clearly and concisely. Do not repeat all the data from the tables or illustrations in the text, emphasize or summarize only significant observations. The results and discussion can be presented in the same section.

DISCUSSION should contain interpretation of the results according to assumed hypothesis, their significance in relation to other similar researches. Do not repeat results that have already been presented. Do not repeat in detail the data and material previously disclosed in Introduction or Results. Implications of findings and their restrictions, including those of relevance for future research, should be included in Discussion. Observations should be connected to other relevant studies, in particular those done within the last three-year period,

and only in special cases older than these.

CONCLUSIONS can be given at the end of the discussion or in a separate section. Relate the conclusions to the aims of the paper. When appropriate, recommendations can be included.

ACKNOWLEDGMENTS

All other persons who have made substantial contributions to the work reported in the manuscript (e.g. data collection, analysis, and writing or editing assistance) but who do not fulfill the authorship criteria should be named with their specific contributions, with written permission of course. Sources and funding, sponsorships, scholarships, gifts, equipment and medicines should also be listed.

COVER LETTER

Along with the manuscript a cover letter should be submitted, signed by all qualified authors. It should contain a statement that the article hasn't been previously published or submitted for publishing in another journal. The letter should also include a statement that all those designated as authors (who meet the authorship criteria) have read and approved the article.

REFERENCES

Regular components of references (authors' names, article title, source etc.) are noted in the same way in every article published in the journal, according to accepted form of referencing. The use of format supported by leading international bases of referencing, and Serbian Citation Index, following in fact the instructions of APA (Publication Manual of the American Psychological Association), is highly recommended. References should be listed in order of appearance. Identify references in text, tables and legends using ordinal numbers in square brackets [1]. If the number of authors exceeds six then six should be named and the rest should be referred to as 'et al'. Names of the journals can be abbreviated only according to Index Medicus. Abbreviations can be found at [http:// www.nlm.nih.gov/](http://www.nlm.nih.gov/). Full title of the journal should be written if the abbreviation is unknown.

References should be listed in order of appearance in the text. The number of references should not exceed 30, except in reference overview where there could be up to 50. Most of the cited works should not be older than 5 years. All data on cited literature must be correct.

All works, regardless of their original language, are to be cited in English, with reference to the source language in parenthesis after the title (e.g. in Serbian, in Russian, in French, etc.). The style of citing should be the same as in Index Medicus (see the examples below). Citations from abstracts, secondary publications, oral announcements, unpublished papers and certified and classified documents are not accepted. References to papers accepted but not yet published are acceptable, but should be designated as „in press” and with the name of journal.

EXAMPLES OF CORRECT REFERENCE FORMS

The following are sample references:

Articles in Journals

[1] Ross P, Nolan J, Hill E, Dawson J, Whimster F. The use of AEDs by police officers in the City of London. *Resuscitation* 2001;50:141-6.

[2] Bernard SA, Gray TW, Buist MD, Jones BM, Silvester W, Gutteridge G, et al. Treatment of comatose survivors of out-of-hospital cardiac arrest with induced hypothermia. *N Engl J Med* 2002;346:557-63.

Books

[3] Armitage P. *Statistical methods in medical research*. London: Blackwell Scientific Publications; 1971.

Chapters

[4] Phillips SJ, Whisnant JP. Hypertension and stroke. In: Laragh JH, Brenner BM, editors. *Hypertension: Pathophysiology, diagnosis, and management*. 2nd ed. New York: Raven Press; 1995, p. 465-78.

References to electronic publications

[5] Working Group of the Resuscitation Council (UK). Emergency treatment of anaphylactic reactions. Guidelines for healthcare providers. London, Resuscitation Council (UK), 2008. (Accessed 11 August 2008, at <http://www.resus.org.uk/pages/reaction.pdf>)

[6] Oguro M, Imahiro S, Saito S, Nakashizuka T. Mortality data for Japanese oak wilt disease and surrounding forest compositions, *Mendeley Data*, v1; 2015.

<http://dx.doi.org/10.17632/xwj98nb39r.1>

Numbered references to personal communications, unpublished data or manuscripts either 'in preparation' or 'submitted for publication' are unacceptable. If essential, include this material at the appropriate place in the text.

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SUBMISSION OF MANUSCRIPT

The manuscript, together with all illustrations, could be sent by registered mail, by email or submitted in person in the Editorial office.

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