

## INFORMATION FOR AUTHORS

«The Ukrainian Radiology Journal» accepts for publication articles about original research, literature reviews, lectures, book reviews that cover all fields of radiology and radiation oncology, clinical cases and history of radiology, digests of radiological science and other by decision of the editorial board.

Manuscripts should include material that has not been previously published and submitted to other editions.

The editorial board is not responsible for the views of the authors of the articles, reserves the right to reduce and correct, as well as submit articles in the form of short messages with the author's consent.

The following must be added to the manuscript:

– a cover letter from the head of the institution where the work was carried out, which must state that the materials submitted have not been printed anywhere;

– a copy of the Certificate of Expertise in accordance with the Regulation on the Procedure for Preparation of Materials for Open Access publication (Kyiv, 1992);

– three abstracts of a page volume (original studies only) in the Ukrainian and Russian in the following sections: the aim of the work, materials and methods, results, conclusions, keywords (up to 7 words or phrases).

Materials in electronic form (submitted after the approval of the article for printing):

– an article file made in Word text editor, annotation, author information that corresponds to the printout of the article. All formulas must be typed in the formula editor MathType or Equation Editor 3.0.

– image files in tiff format with a resolution of 700 dpi for black and white colors and 200 dpi for grayscale (color images are not allowed). The geometric size of the drawings should not exceed the size of the journal page (12 by 20 cm).

– Copy of payment receipt.

### SUBMITTING AN ARTICLE FOR REVIEW

Publications may have the character of an original scientific study of practical or fundamental direction, review of contemporary literature, lectures, clinical observation, discussion, digest of medical information in specific areas, information on medical forums, other relevant information.

The materials are printed in Ukrainian, Russian or English.

In addition to the text of the material, the authors submit:

• illustrative materials (no more than 8 figures and tables);

• a list of cited references, with at least 50 % of references being **less than 10 years old**;

• three structured resumes (in Ukrainian, Russian and English) with full title, initials and authors' names, keywords (3–7 keywords or phrases);

• authors' information: postal and e-mail address, telephone number (optional) of one of the authors responsible for correspondence for publication in the journal, as well as additional telephone numbers to ensure the editorial communication with the authors; specify the name of the institution in which the authors work, the city; if there are several authors and they work in different institutions, they must be personalized by «\*, \*\*».

**It is necessary to indicate the presence or absence of financial interest of the authors in any form, conflicts of interest, attraction of grants, etc.**

**Plagiarism, falsification of materials, duplication of already printed materials are inadmissible.**

The materials with **the highest degree of evidence** of scientific and medical results are preferable.

The material is sent to the editor with the official direction from the institution where the work was performed.

The original publication is submitted in two forms — printed on paper and e-mail.

The electronic and print versions should be similar.

### DESIGN OF THE MANUSCRIPT

The text should be typed in the Microsoft Word editor (any version) with the Times New Roman font, 12 points, without tabs, without any word transitions.

• All special characters are typed using the insert / character commands.

• Sheet size should be 210 by 297 mm (A4 format), portrait orientation.

• Interval between rows — one and a half, left alignment, margins on each side 20 mm.

**Figures, tables, charts and formulas should be included in the text and, preferably, in a single file; the figures and photos be further duplicated in separate original files with the corresponding numbering.**

• **The tables should be created in Microsoft Word. Each table must have a title and a serial number.**

• **Other illustrative materials (photographs, drawings, diagrams, graphs, etc.) are referred to as «figures» and numbered in the order they are mentioned in the article.**

• **Charts and graphs should be created in MS Excel or MS Graph formats and printed on a laser printer.**

For convenience of layout, they are added to the original data used for the construction and electronic version. Monochrome hand-drawn drawings can be used as illustrations, scanned and submitted in EPS format.

- Captions and markings should be accurate and readable when the image is reduced to the size of a journal column.

- Photos, electronic images should be presented in an electronic window, with a deviation of at least 300 dpi and saved in TIFF or JPEG format. Photographs of the developers have been submitted with their written consent or in case when the illness cannot be identified.

If the image or table for some reason (large volume, incompatibility with Word editor) cannot be inserted into the text, a box with a number is placed in the fields opposite their desired location, for example: Table. 1, Fig. 2.

The structure of the body of text should be consistent with scientific materials.

Articles that contain the results of experimental studies, including dissertations, and planned under the heading «Original Research», consist of the following sections:

- «Introduction» (with an indication of the aim of the work);
- «Materials and methods»;
- «Results and Discussion»;
- «Conclusions»;
- «References».

These publications should include the following elements:

- statement of the problem in general form and its connection with important scientific or practical tasks;
- an analysis of the latest research and publications in which the author has begun to address this issue;
- the selection of previously unsolved parts of the general problem addressed by the article;
- the aim of the work formulation;
- presentation of the main research material with full substantiation of the scientific results;
- conclusions and prospects for further research in this area.

#### Article volume

1. Original research — 10–12 pages.
2. Review — 10–14 pages. (up to 80 links).
3. Lecture — 6–10 pages.
4. Clinical case — 2–4 pages. (500–1000 words, resume — 100 words).

#### Article summaries should include:

«The aim of the work»

- «Materials and methods»
- «Results and Discussion»
- «Conclusions».

Resume volume — one printed page (300 words maximum).

*Other publications (clinical observations, lectures, reviews, medical history articles, etc.) may have another design.*

If the article contains a description of the experimental studies, you must indicate whether the method for conducting the Helsinki Declaration of 1975 and its revision in 1983 were consistent.

Please indicate whether the methods of analgesia and deprivation of animal life, if any, have been performed in accordance with the «Guidelines for Experimental Animals» approved by the Ministry of Health of Ukraine.

#### Rules for citing and references setting

according to the Vancouver citation and link style (see the guide for more information Citing & Referencing) <http://guides.lib.monash.edu/citing-referencing/vancouver>

Vancouver is a link numbering style that is often used in medicine and science, consisting of links to someone else's work in text, indicated by a number, and a sequentially numbered list of links at the end of an article that contains full information about the relevant text link. It complies with the rules established by the International Committee of Medical Journal Editors, currently supported by the US National Library of Medicine. It is also known as the only requirements for manuscripts submitted to biomedical journals.

#### General citation rules:

The number is assigned to the source in the order in which it is quoted in the text.

The number already assigned to the source is used for repeated reference.

Use Arabic numerals (1, 2, 3, 4, 5, 6, 7, 8, 9) in square [] brackets.

The reference numbers are usually placed at the end of the sentence.

Regardless of the format, it is important that the punctuation be applied consistently throughout the document.

*The general rules apply to both printed and electronic articles.*

- Specify the author's surname and at most two initials.
- If there are more than 1 authors, give the names of all authors and separate them with a comma and a space.
- For articles with 1 to 6 authors, list all authors. For articles from more than 6 authors list the first 6 authors, then add "et al."
- Shorten journal names (to find correct abbreviations, see PubMed Journals Database).
- Put a colon before the page numbers.
- Shorten the months to their first three letters (without dots).
- Give the volume number (without space) followed by the issue number in parentheses.
- Shorten page numbers if possible, for example: 123–29.

**The list of references** contains a bibliographic description of the sources used in the preparation of the article, which are given as a numbered list in the original language in the order of the references (the so-called

«Vancouver Numerical System»). Only works cited in the text and published or accepted for publication are included in the list of references (in the latter case the phrase «in print» / «in print» / «in press» is given after the description of the source). Unpublished works are not included in the list of sources, but can be mentioned in the text of the article (described in the footnotes). The bibliographic description of the sources is made according to the current international (ISO, GOST) and state (DSTU) standards for library and publishing (ДІСТУ ГОСТ 7.1:2006).

Journal titles should not be abbreviated. All sources listed in the literature should be cited in the text of the article.

**The bibliographic description** of each source, if available, **must be accompanied** by its digital object identifier (**DOI** — Digital Object Identifier), by a space-identifiable digital object after the bibliographic description of the source. DOI editions can be found on the site <http://www.crossref.org/guestquery/>.

The bibliography must be correct (relevant results should appear in the article cited), accurate (correct (issue) and page numbers, etc.), up-to-date (describe recent developments in the subject under study), accessible (should not include links for unpublished or unprinted work). It is recommended that the list of references should

be created from at least 10–12 sources, of which at least 50 % should be English sources, whereby the share of authors' own works in the list of references should be less than 25 %. At least 30 % of the total number of sources must be sources published in the last five years. The proportion of articles in journals and conferences should be at least 50 % of the literature.

It is advisable to give preference to English sources or translations into English of foreign-language sources, as well as sources with DOI indexed in Scopus and / or Web of Science databases.

The transliterated literature list, in accordance with the SCOPUS scientometric database requirements, is a complete analogue of the literature list and is translated by transliteration of the Latin original language. In doing so, the order and number of sources in the literature should remain unchanged. Links to English sources are not translated. The transliteration of the Ukrainian to Latin is performed on the basis of the Decree of the Cabinet of Ministers of Ukraine №. 55 of January 27, 2010. (<http://zakon2.rada.gov.ua/laws/show/55-2010-%D0%BF>), Russian — based on standard «ГОСТ» 7.79-2000 (ISO 9-95) (<http://protect.gost.ru/document.aspx?control=7&id=130715>). It is recommended to use automatic transliteration tools (<http://translit.net>).

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