

# INSTRUCTIONS FOR AUTHORS

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**Pelviperrineology** publishes original papers on clinical and experimental topics concerning the diseases of the pelvic floor in the fields of Urology, Gynaecology and Colo-Rectal Surgery from a multidisciplinary perspective. All submitted manuscripts must adhere strictly to the following Instructions for Authors:

The manuscript and illustrations must be submitted as an electronic copy in Word for Windows format (example.doc) or rich text format (example.rtf) and can be emailed separately to one of the Joint Editors. Images must be in JPEG format (.jpg) with a definition not less than 300 dpi. Do not submit images as part of a word document but each image should be a separate JPEG format file.

**Submission address:** Manuscripts and letters can be sent to one of the joint editors:

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**Address for correspondence with the Authors:** Full details of postal and E-mail addresses of the author(s) should accompany each submitted manuscript.

**Responsibility of the Authors:** *Pelviperrineology* takes no responsibility for the Authors' statements. The manuscripts, once accepted, become property of the journal and cannot be published elsewhere without the written permission of the journal *Pelviperrineology*. All manuscripts must carry the following statement that must be signed by all the Authors: "*the Authors transfer the property of the copyright to the journal Pelviperrineology, in case their contribution 'xyz' will be published*". They must also make a written statement that the submitted article is original and has never been submitted for publication to any other journal, nor has it ever been published elsewhere, except as an abstract or as a part of a lecture, review, or thesis.

**Evaluation and review of the manuscripts:** All manuscripts are evaluated by a Scientific Committee and/or by two or more experts anonymously. Only manuscripts that strictly adhere to these Instructions for Authors will be evaluated. Contributions are accepted on the basis of their importance, originality, validity and methodology. Comments of Peer Reviewers may be forwarded to the Author(s) in cases where this is considered useful. The Author(s) will be informed whether their contribution has been accepted, refused, or if it has been returned for revision and further review. The Editor reviews all manuscripts prior to publication to ensure that the best readability and brevity have been achieved without distortion of the original meaning.

**Reprints:** Request forms for Reprints are mailed to the Author(s) with the proofs.

**Preparation of the manuscript:** The manuscript should be typed with double spacing and generous margins. Each page must be numbered including the title page. Headers and footers should not be used. A separate word count should be included for the main text and the abstract. Original articles should not exceed 2500 words with an abstract of up to 250 words and 25 references.

Abbreviations should only be used when a length term is repeated frequently. Words must appear in full initially with the abbreviation in brackets. All measurements must be expressed in SI units. Drugs must be described by their generic names. If research papers include a survey a copy of the questions must be supplied.

Each of the following sections must start on a new page: 1) Title, Summary and Key Words, 2) Introduction, 3) Materials and Methods, 4) Results, 5) Discussion, 6) References, 7) Tables, 8) Legends.

**Title page:** The title page must contain: 1) the title of the article; 2) full name and family name, institution for each of the Authors; 3) full name and full address and e-mail of the Author responsible for the correspondence; 4) any grants, pecuniary interests or financial support of the Authors.

**Summary:** The summary must not exceed 250 words and must follow the format below: 1. a sentence indicating the problem and the objective of the study; 2. one or two sentences reporting the methods; 3. a short summary on the results, detailed enough to justify the conclusions. Avoid writing "*the results are presented*" or "*...discussed*"; 4. a sentence with the conclusions.

**Key words:** Below the summary, 2 to 5 key words must be listed.

**Introduction:** Clearly state the objective of the study. Give only strictly relevant references and don't review extensively their topics.

**Methods:** Clearly explain the methods and the materials in detail to allow the reader to reproduce the results.

**Results:** Results must be presented in a logic sequence with text, tables and illustrations. All data in the tables and figures must not be repeated in text. Underline or summarize only the most important observation.

**Discussion:** Emphasize only the new and most important aspects of the study and their conclusions.

**Acknowledgments:** Mention only those that give a substantial contribution.

**References:** References in the text must be numbered in the order of citation. References in text, tables and legends must be identified with Arabic numerals in superscript. The style of references and abbreviated titles of journals must follow that of Index Medicus or one of the examples illustrated below:

1) Article from a Journal (Index Medicus):

a) *Standard:*

MacRae HM, McLeod RS. Comparison of haemorrhoid treatment modalities: a metanalysis. *Dis Colon Rectum* 1995; 38: 687-94.

Court FG, Whiston RJ, Wemyss-Holden SA, Dennison AR, Maddern GJ. Bioartificial liver support devices: historical perspectives. *ANZ J Surg* 2003; 73: 793-501.

or:

Court FG, Whiston RJ, Wemyss-Holden SA, et al. Bioartificial liver support devices: historical perspectives. *ANZ J Surg* 2003; 73: 793-501.

b) *AA. VV.*

The Standard Task Force, American Society of Colon and Rectal Surgeons: Practice parameters for the treatment of haemorrhoids. *Dis Colon Rectum* 1993; 36: 1118-20.

c) *Cited paper:*

Treitz W. Ueber einem neuen Muskel am Duodenum des Menschen, uber elastische Sehnen, und einige andere anatomische Verhaltnisse. *Viertel Jahrschrift Prar. Heilkunde (Prager)* 1853; 1: 113-114 (cited by Thomson WH. The nature of haemorrhoids. *Br J Surg* 1975; 62: 542-52. and by: Loder PB, Kamm MA, Nicholls RJ, et al. Haemorrhoids: pathology, pathophysiology and aetiology. *Br J Surg* 1994; 81: 946-54).

2) Paper from a Journal:

Bianco A. Il medico tra "morale" e "moralismo". *Questione morale: le ragioni della nostra professione. La Professione* 2003; 3/4: 11.

3) Chapter from a book:

Milson JW. Haemorrhoidal disease. In: Beck DE, Wexner S, eds. *Fundamentals of Anorectal Surgery*. 1<sup>st</sup> ed. New York: McGraw-Hill 1992; 192-214.

**Tables:** Each table must be typed on a separate page, numbered, and with a short title. Each table must be captioned and self explanatory. The layout should be as simple as possible with no shading or tinting.

**Illustrations:** Only images relating to the text may be used. Illustrations should be professionally produced and of a standard suitable for reproduction in print. The name of the first author, the number of the figure and an arrow to indicate the top should be written on the back of each illustration, using a soft pencil. The identity of any individual in a photograph or illustration should be concealed unless written permission from the patient to publish is supplied.

Legends must be typed on a separate page. Each table and illustration must be cited in the text in consecutive order. Electronic submission of images must include identification of each image by number (e.g., 1.jpg, 2.jpg) in order of citation. The appropriate position in the text should be indicated in the margin of the manuscript.