

# Biomedicine Today

## Author Guidelines

### CONTENT:

SCOPE AND GENERAL INFORMATION .....	1
SUBMISSIONS .....	1
AUTHORSHIP.....	2
CONFLICT OF INTEREST .....	2
ETHICS.....	3
PLAGIARISM.....	3
MANUSCRIPT PREPARATION .....	3
Text organisation.....	3
References.....	4
Formatting.....	4
Tables and Figures .....	4
LANGUAGE.....	4
EDITORIAL PROCESS .....	4
COPYRIGHT TRANSFER AND PUBLICATION .....	5

### SCOPE AND GENERAL INFORMATION

Biomedicine Today is an open-access international peer reviewed journal open to submissions from all fields of clinical medicine, aiming to advance communication of scientific medical information and contribute to evidence-based medicine, especially in practice.

We adhere to the recommendations of the International Committee of Medical Journal Editors, found at <http://www.icmje.org/recommendations/>, and Committee on Publication Ethics guidelines, found at <https://publicationethics.org/resources/guidelines>.

Biomedicine Today is published online, in English, twice a year.

By submitting the manuscript to Biomedicine Today, the author confirms that they have read and consent to these Author Guidelines.

### SUBMISSIONS

All submitted manuscripts need to be original. There is no submission fee. By submitting the manuscript to Biomedicine Today, the author confirms that they have not and will not submit the same or similar manuscript to any other publisher at the same time.

All manuscripts have to be submitted online at [biomedicinetoday@kbsplit.hr](mailto:biomedicinetoday@kbsplit.hr).

Submissions must include the following:

- a cover letter containing:
  - authors full names and highest academic degrees, in order in which they should appear,
  - affiliations for all relevant institutions the authors are employed at,
  - e-mail addresses of all authors and phone number for the corresponding author,
  - article's title and type,
  - total word count, excluding abstract, references, and legends, and total number of graphical materials divided according to type,
  - a list of all sources funding and supporting the research in any way,
  - information on any previous publication attempts and reasons for its rejections (your efforts on improving specified issues should be described as well),
- the manuscript in .doc or .docx format,
- Affirmation of Authorship form (found here).

**The manuscript must not contain any information about authors or their affiliations. Please insure the anonymity of the double-blind revision process.**

Submitted manuscripts must be written in English and in accordance with these Author Guidelines as well as the recommendations of the International Committee of Medical Journal Editors, found at <http://www.icmje.org/recommendations/>, and Committee on Publication Ethics guidelines, found at <https://publicationethics.org/resources/guidelines>.

## AUTHORSHIP

The [ICMJE](#) recommends that authorship be based on the following 4 criteria:

- Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND
- Drafting the work or revising it critically for important intellectual content; AND
- Final approval of the version to be published; AND
- Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

All persons who meet the criteria for author must be listed. All other contributors must be listed as such in Acknowledgements.

## CONFLICT OF INTEREST

Biomedicine Today's aims to ensure complete transparency regarding all steps in manuscript making, from the initial idea to the publication itself.

Full disclosure of any conflict of interest must be made in the cover letter and in the Acknowledgements sections of the manuscript at the time of submission. All authors must sign

ICMJE Form for Disclosure of Potential Conflicts of Interest, found at [http://www.icmje.org/coi\\_disclosure.pdf](http://www.icmje.org/coi_disclosure.pdf).

All other participants in the process of manuscript making are obligated to come forth in case of any conflict of interest, in written form, prior to manuscript publication.

Editors and reviewers must disclose their conflicts of interest before their respective work begins.

## ETHICS

All manuscripts reporting trials on human subjects must acquire prior approval by the appropriate ethics committee and be performed in accordance to the Declaration of Helsinki.

All subjects should sign an informed consent form, all of which should be archived by the authors. The authors have to provide a statement that they have received and archived all patient informed consent forms, and such statement should be included in the manuscript.

All personal and individual data that can be linked to specific subjects must be omitted. In cases where such practice would distort scientific evidence, special written consent must be provided for publication of individual data.

## PLAGIARISM

Authors are obligated to notify Editor-in-Chief if they find that their manuscript, regardless of its publication stage, contains plagiarism, fraudulent data or error of any kind.

Changes to already published manuscripts, that only affect part of their content, will be announced in a separate correction article. The published manuscript will be retracted if the changes substantially affect its scientific information.

Authors must be able to present raw data concerning their submitted manuscript at any point at the request of Editor-in-Chief or a reviewer.

Any manipulation to photographs and other graphic materials that alter the scientific information they hold is not acceptable.

If any doubt regarding plagiarism or fraud is raised, steps will be taken to investigate. If confirmed, authors institution(s) will be informed.

Any misconduct or unethical behaviour in general, conducted by any party involved, should be reported to the Editor-in-Chief. If the Editor-in-Chief is suspected of misconduct or other unethical behaviour, he or she should be reported to the Editorial Board.

## MANUSCRIPT PREPARATION

### Text organisation

Manuscript should be organised in accordance to ICMJE Recommendations, found at <http://www.icmje.org/recommendations/browse/manuscript-preparation/preparing-for->

[submission.html](#). Please take note of different reporting guidelines developed for different study designs.

Abstract should include a precise representation of the most important points of the manuscript, and be no more than 250 words long. It should also contain up to five key words relevant for accurate classification.

### References

Please use the NLM's Citing Medicine (2<sup>nd</sup> ed.), found at <https://www.ncbi.nlm.nih.gov/books/NBK7256/>. In text, references should be numbered sequentially and ordered respectively in a separate section at the end of the manuscript.

### Formatting

Page format should be A4. All pages need to be numbered. Font should be Times New Roman, 12 pt, black.

Set paragraph Alignment at Justified, spacing at 12 pt for After, Line Spacing should be at 1.5. First line of each paragraph should not be indented.

Do not use special formatting, headers, footers, tabs or spaces for indentations, and similar.

### Tables and Figures

Please send Tables and Figures in separate files in high-quality formats (e. g. EPS for vector graphics, minimum 800 dpi for coloured graphics, all colour items saved in CMYK format, all fonts embedded).

## LANGUAGE

Biomedicine Today publishes manuscripts in English language. It is the author's responsibility to copyedit and bring the language of their manuscript up to par.

A manuscript may be rejected for publication if the language is not up to standards.

## EDITORIAL PROCESS

Biomedicine Today has a volunteer based, double-blind peer review system. Identity of authors and reviewers is known only to the Editor-in-Chief, Associate Editors, and Editorial Assistant.

All parties involved on the behalf of Biomedicine Today will treat each received manuscript as confidential. No information obtained this way may be used for competitive gain.

Upon submitting their manuscripts, authors may suggest up to two reviewers, including opposing reviewers, who are not in conflict of interest. Authors' suggestions may or may not be accepted.

Editor-in-Chief makes the first evaluation of all received manuscripts, with the help of Editorial Assistant. Manuscripts that do not conform to these Guidelines will not be accepted for further processing. Selected manuscripts go through additional qualitative review by the Editorial board. Estimated time for these two phases is 6-8 weeks.

Members of journal staff who wish to submit their manuscripts will be excluded from all parts of the processing for their work.

Manuscripts are then reviewed by two experts in the appropriate field as well as a statistical expert when necessary. The aim of the revision is to make sure the manuscript is up to the journal's quality standards. The reviewers are asked to be fair and unbiased, preserve the authors intellectual property, and make sure the process stays anonymous.

Please note that revision may take several weeks as well as several communications between reviewers and authors before final publication decision.

Authors should address every remark made by the reviewer, whether they make the change or not, in an easily visible manner such as Track changes option.

Based on the reviewer's recommendations, Editor-in-Chief and Associate Editors make the final publication decision.

If the authors disagree with the final publication decision, they may send a detailed explanation to [biomedicinetoday@kbsplit.hr](mailto:biomedicinetoday@kbsplit.hr). Editor-in-Chief will provide a specific answer in a timely manner based on the Author Guidelines.

Any comments and responses to comments to published articles may be send via the online submission system.

Reviewers and Editors attain the right to make style and language decisions in the manuscript. All authors will be sent a final pre-publication version for approval.

## COPYRIGHT TRANSFER AND PUBLICATION

Biomedicine Today is published online, in English, two times per year.

Prior to publication, the journal and all involved authors will sign a copyright transfer agreement. Biomedicine Today will obtain all publishing and promotional rights, while the intellectual rights remain with the authors.

Biomedicine Today will have exclusive right to publish the manuscript and its corrections, and any further use of the manuscript or its parts must be approved in written by the Editor-in-Chief of Biomedicine Today.

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