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## Editorial Instructions

### General Policies

The **SVU-International Journal of Medical Sciences** is published by the **Faculty of Medicine, South Valley University** since. Starting from 2017, one volume comprising two issues (January and July) is published each year

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### Preparation of Manuscripts

1. **Fonts: Times or Times New Roman 12-point size.**
2. **Justification should be set to full.**
3. **Subtitles should be italic with no underline.**
4. **The manuscript should be written on A4 (210 × 297 mm) paper, single-spaced throughout and with margins of 2.5 cm.**
5. **All pages must be numbered consecutively and start with "1".**
6. **The text should be arranged in the following order: abstract, introduction, materials and methods, results, discussion, acknowledgments, references, figure legends, and tables.**
7. **The first page of the full manuscript should begin with the title of the paper centered on the page and Bold Title Case (title case means the first letter of each main word capitalized).**
8. **Authors name should start with the Initials Name then the Family name (The first letter of the second name may be used between initial and family names; Jan G. Hengstler) followed by the affiliation of each author.**
9. **The abstract should not exceed 500 words and must be free of references and abbreviations. It should indicate clearly the scope and main conclusions of the manuscript.**
10. **The manuscript should be in Microsoft Word format (.DOC). and the number of words should not be more 10.000 words.**
11. **Figures and scanned objects should be in JPG format at least 300dpi. With width either 8 or 16 cm and length not more than 20 cm.**
12. **The number of figures and table should be minimized as possible. the maximum allowed is 8 figures and/ or tables.**
13. **The manuscript should be written in a good English with no grammatic or writing errors and use US spelling.**
14. **References should follow the Harvard (author, date) system. In the text, the author name is followed by the year of publication (Ali, 2017). In case of more than 1 author use et al., after the 1st author (Ahmed et al., 2017). If 2 authors separate between them by and (Ahmed and Ali, 2018)**

### List of References

#### a. Journal article

The list of references appears at the end of the manuscript and gives the full details of all used sources. All sources must be referred in a consistent manner.

The details in the references include the following information.

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2. Publication Year
3. Article Title
4. Name of Journal (full name with no abbreviation)

5. Volume
6. Starting Pages
7. Ending Pages

Example: Ahmed YA, Tatarczuch L, Pagel CN, Davies HM, Mirams M, Mackie EJ (2007). Physiological death of hypertrophic chondrocytes. *Osteoarthritis Cartilage*, 15 (5): 575-586-1239.

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- 1- Author/Editor's Surname and initials
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- 4- Edition (if applicable)
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7. Place of publication: (followed by a colon)
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Mason, J., 1999. Recent Developments in the Prediction of Global Warming. In: *Energy Demand and Planning*, McVeigh, J.C. and J.G. Morgue, (Eds.). E&FN Spon., pp: 34-52.

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6. Place of conference
7. Date of conference
8. Publishers
9. Page numbers of contribution

Example

Clifton, J.J., 1999. Hazard prediction. In: *Disaster prevention, planning and limitation*. University of Bradford, 12-13 September 1989. Technical Communications Ltd., pp: 54-64.

#### **Review Article**

It should be considered an introduction, the body of the article followed by sub-headings by topic, conclusion, and references. It must be submitted a maximum of 30 pages. The review may include up to five tables and five original figures; if the images are not original must be followed by written permission from the authors for reproduction.

#### **Case Report**

It is a description related to the diagnosis of a rare or the results of a new treatment disease. The content will respond to the criteria of a research paper, presenting the following sections: title in English, authors, the institution of origin, unstructured abstract up to 250 words and keywords in English. It should contain an introduction, presentation of the case report, discussion, conclusions, and references. It must be presented in a manuscript no longer than 20 pages excluding the corresponding figures.

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In this section, the SVU-IJVS readers can post their comments, questions, and replies regarding the published articles. The maximum length is 1000 words, written in (not more than one page).

### **Short Communication**

A Short Communication is a concise but complete description of a limited investigation, which does not warrant full-length papers and will not be included in a later paper and may report negative results. Short communications should be as completely documented, both by reference to the literature and description of the experimental procedures employed, as a regular paper. The Communications should cover no more than six pages of the journal (about 15 manuscript pages including figures, tables, and references, Times New Roman 12 pt, double-spaced, minimum 2 cm margins). They should have abstract (not more than 50-100 words), no section headings in the body (e.g., Introduction, Materials, and Methods) and describe methods, results, and discussion in a single section. Acknowledgements should be presented as in full-length papers, but no separate heading is used. The References section is identical to the full-length papers

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Complex terms used frequently in the manuscript may be abbreviated. A list of all abbreviations used in the text should be provided on a separate sheet of paper. Abbreviations should not be placed in parenthesis at first use in the text, except in the abstract.

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Each table should be typed double-spaced on a separate sheet of paper and numbered in roman formats consecutively according to its order of citation in the text. A concise title should be provided for each table and should be written above the table itself. Tables should be self-explanatory and should supplement not duplicate the text.

### **Figure Legends**

Each illustration must be provided with a legend. Legends are typed double-spaced on a separate sheet of paper and numbered in roman formats consecutively according to its order of citation in the text. A concise title should be provided for each figure and should be written below the illustration itself. Illustrations should be self-explanatory and should supplement not duplicate the text.

### **Drawings, Graphs, and Diagrams**

Black-and-white and colored illustrations are allowed. Original illustrations, drawings and lettering should be professionally prepared using computer software and must be clearly printed on white heavy paper. Any patterns or shadings must be dark enough for reproduction.

### **Photographs and Photomicrographs**

Black-and-white and colored illustrations are allowed. One set of glossy print un-mounted photographs with good black-and-white contrast should be provided. On the back of each one, very lightly done, identify the photograph with a number, author's names and brief article title. Photographs are reproduced in the article will add an additional cost to the author.

## **4. Revision**

All papers received will be peer-reviewed. Furthermore, language and statistics will be revised by selected Staff Members of Faculty of Medicine. On the basis of the reviewer's comments, the Editorial Board reserves the right to accept or reject any paper. All modifications that are required by reviewers should be done in order to proceed for publication. Papers are accepted on the understanding that they are subject to editorial revision as deemed necessary, including abridgments or amendments in the text and omission of tabular or graphic material. The final acceptance letter will be issued only after editing the article with implementation of all required recommendations and modifications by reviewers.

## **5. Reprints**

40 reprints are routinely printed. Also, the whole journal issue with all the articles will be available on the website of Faculty of Medicine. Arrangements for ordering extra-copies can be done with the editor.

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