

Instructions for Authors

1. Target group, aim and scope of The Journal of Laboratory Medicine

The **Journal of Laboratory Medicine (JLM)** appears 6 times yearly and targets physicians and scientists who work in medical-diagnostic laboratories (for example specialists and training assistants in Laboratory Medicine, Clinical Chemistry, Hematology, Clinical Immunology, Medical Microbiology, Genetic Diagnostics or Transfusion Medicine), as well as physicians working in clinics or practices who are interested in laboratory diagnostics. **JLM** intends to be a forum for "Continuous Medical Education" and information. With this purpose in mind, review articles on clinical, methodological, and patho-genetic aspects of modern laboratory diagnostics are published. The review articles are primarily acquired? And reviewed by editors who are specialists in their particular area (see impressum). Authors may also submit manuscripts on their own initiative. As an official organ of the United German Society for Clinical Chemistry and Laboratory Medicine (Deutschen Vereinten Gesellschaft fuer Klinische Chemie und Laboratoriumsmedizin), **JLM** publishes information, announcements, congress reports and abstracts from the organization. The journal also publishes original contributions, short communications, and case studies that deal with current issues in laboratory medicine.

2. Submission and acceptance of manuscripts

Manuscripts for invited reviews should be sent to the responsible editor. All other manuscripts should be sent in triplicate (3 copies) to the Editors-in-Chief of **JLM** at the following address:

Prof. Dr. med. Matthias Nauck, Institut für Klinische Chemie und Laboratoriumsmedizin, Diagnostikzentrum, Klinikum der Ernst-Moritz-Arndt-Universität Greifswald, Ferdinand-Sauerbruch-Straße, D-17487 Greifswald, E-Mail: jlm@uni-greifswald.de or

Priv.-Doz. Dr. med. Michael Steiner, Institut für Klinische Chemie und Laboratoriumsmedizin, Universität Rostock, Ernst-Heydemann-Straße 6, D-18057 Rostock, E-mail: jlm@med.uni-rostock.de

Submission of the manuscript implies that the article has not been published in any other publication and is not under consideration to be published by any other journal. In cases of further editions, the agreement of the copyright owner (typically the publishing company) is required. Please submit three print-ready copies with electronic versions on diskette, zip media or on CD-ROM and retain a copy of your manuscript. Manuscripts will be destroyed three months after publication. Only designated copies will be returned. The publisher does not assume any responsibility with regard to return of manuscripts.

Invited review articles will be reviewed by editors and, after possible editing, published. Review articles that are

submitted without an invitation from an editor will be considered by the Editors-in-Chief after review by a specialized editor. The Editors-in-Chief will decide on the acceptance of short communications and case studies on the basis of 2 peer reviews. The referees will remain anonymous and will judge the contribution independently. The author will receive a copy of the review and within at least two months after receipt of the manuscript a decision for acceptance or rejection, as well as a tentative publication date. The Editors-in-Chief will make publication decisions on announcements, congress reports and abstract collections.

3. Requirements for manuscripts

3.1. Review articles

1. The topic must be current.
2. The scope of the manuscript should not exceed 5000 words including references, captions and tables.
3. The composition is not defined, however, the following are required: Title (German and English), Summary (German and English), Key words (German and English).

3.2. Original contributions

1. The scientific results must not have been previously published; the author must possess the copyright.
2. The scope of the manuscript should not exceed 5000 words (including references and tables).
3. The manuscript should be composed as follows: Title (German and English) – Summary (German and English) – Key words (German and English) – Introduction – Materials and methods – Results – Discussion – References. The title should be short and precise. The summary should not exceed 225 words and should present the Thesis, Method, Results and Conclusions. German and English versions of the summary must include the same content. In the discussion, the results should be interpreted and critically reviewed and judged compared to the work of other laboratories working in the same scientific area of inquiry. The clinical relevance of the research should also be presented.

3.3. Short communications and case studies

1. The journal publishes primarily, methodological or clinical-diagnostic research, as well as experience or recommendations on practice or continuing education in the area of laboratory medicine.
2. The manuscripts should not exceed 2000 words.
3. Composition as described for original contributions.

3.4. Notes

1. Primarily congress reports, congress announcements, statements regarding current questions, reports from other professional organizations, from industry, from public and private institutions, as well as letters to the editor and book reviews are published.

2. Scope of the manuscripts: 1000 words (letters to the editor, congress announcements, book reviews, industry announcements) to 2000 words (congress reports, reports from other professional organizations).
3. Composition not defined, but should contain no advertising.

4. Preparation of manuscripts

4.1. General format

The manuscript consists of the printed text and, if applicable, figures and tables with figure legends and captions on a separate page. All figures and tables, and all entries in the reference list, must be cited in the text. All graphics must be supplied in a format suitable for reproduction (labeled with: Author, short Title, number). Corrections from the review process should be fully integrated into the manuscript. Files should be submitted on media that is PC/Windows compatible and should contain no additional files other than the manuscript for submission. An accompanying file index should contain the file names, the program and version number. The text should be prepared using standard software (Microsoft Word) or rtf format, without manual or automatic hyphenation. Please do not use footnotes.

4.2. Language

Manuscripts may be submitted in English or German. Review articles and original contributions should provide Title, Summary and Key words in both languages.

4.3. Layout

Page 1: Title of the manuscript in German and English, author's first and last names written out with affiliations. Address for correspondence: Title, First name (not abbreviated), Last name, Clinic, Institute, postal address of the corresponding author including telephone and fax number, and e-mail address, short title of the manuscript.
Page 2: Summary, key words in alphabetical order in German and English, non-standard abbreviations.
3rd and following pages: body of the manuscript.
Last page: Literature citations.

4.4. Orthography, units of measure, abbreviations, nomenclature

The Duden serves as the reference for German language manuscripts, for English texts the Oxford English Dictionary, for specialized terminology the Roche Lexicon of Medicine. Please state units of measure. Non-standard abbreviations should be defined in a glossary.

4.5. Figures and Tables

Scanned images should have a resolution of 300 dpi (half-tone) or 600–1200 dpi (line mode) based on the publication size. Please deliver the image files in black and white. Color images can be reproduced in black and white (with possible loss of tone). Fees for color figures are charged to the author; the price for the first illustration is €350.–,

for each subsequent illustration €250.– plus tax. Pricing for additional pages is available upon request. Please use the CMYK color scheme (print colors), not RGB (screen presentation). Image preparation by the publisher is only available at an additional cost.

Images and rulers (maps, microscopic images, etc.) should be sized for publication. Image details should be noted on a copy of the manuscript or glassine paper. The manuscript copy should be printed with a laser printer with a maximum resolution of ≥ 600 dpi. Line drawings should be prepared as contour drawings and not mixed with half-tones (photo, gray scale). Please do not use grid patterns; rough hatching is possible.

4.6. Literature

Literature citations should be sequentially numbered as they appear in the text, not alphabetically. The format of the citations should follow the recommendation of The International Committee of Medical Journals Editors (see the N Engl J Med 1991;324:421–8).

Example original contribution: Thomas L. Value of serum lipase concentration in the diagnostics of pancreatitis. Dtsch Med Wochenschr 1995;120:9389.

Example book: Felgenhauer K. Liquordiagnostik. In: Thomas L, editor. Laboratory and diagnostic indications and evaluations of laboratory results for medical diagnostics. Marburg (Germany): The Medical Publication Association 1992:1715–40.

5. Legal transfer

With submission of the manuscript to the publisher, the author ensures that the manuscript, along with all text and images, does not infringe upon the rights of any third parties, and that they alone are legally entitled to make copy-right holder decisions. For the duration of the publication, the author agrees to cease from any other reproduction, duplication or transfer of the article (for example on the internet). The author agrees to transfer to the publisher unlimited rights, for the length of legally allowed copyright, to reproduction and transmission (publisher's rights) without limit on copy number, the right to make the article available to anyone through individual access, as well as the right of licensing to third parties nationally and internationally for the exercising of transferred additional rights. The publisher is allowed, but not obliged, to utilize the usage rights allowed them.

6. Corrections and reprints

Authors will receive a galley proof that should be immediately co-signed for approval. The author's corrections are limited at the proof state to typesetting errors.

Authors can request reprints on an additional form that accompanies the corrected proof. Unless otherwise agreed upon, reprints and sample copies will be sent to the corresponding or first author. Special requests after that time will result in additional fees.

An English language version of the Instructions to Authors can be found on our website at: <http://www.degruyter.de/journals/labmed>