Instructions for Authors

ARS Medica Tomitana, the official journal of Faculty of Medicine Constanta, publishes original papers and case reports concerned with aspects of general interest of the scientific basis, clinical features and therapeutic approach of diseases. The journal is published quarterly and papers are accepted for publication only in English. Revision of the language is not the responsibility of the editor and manuscripts otherwise acceptable but written in incorrect language will be returned for language revision.

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Review process for papers: Single Blind Peer Review

Submission form
The manuscripts should be on standard-sized A4 paper, 1.5 spaced, 12 point Times New Roman, orientation “Portrait”, with 2.5 cm margins. Do not hyphenate words at the end of lines. Do not begin sentences with abbreviations. No diacritics allowed.

Arrange manuscripts as follows:

- Title page (separate page)
- Abstract; Keywords (separate page)
- Text – Body paper
- Acknowledgments (should immediately follow end of text)
- References - only cited within text (begin new page)
- List of figures with legend (separate page, no page number)
- Figures, charts, diagrams (separate page for each, no page number)
- Tables (separate page for each, no page number)

Title page (separate page)
Complete title of paper (centered, bold, initial caps only);
The name(s) of author(s): name and first name for women, name and initials for men (centered, initial caps only);
The affiliation(s) of the author(s); each affiliation should be listed as a separate entity, with a superscript number that links it to the individual author;
The complete addresses, e-mail, telephone, fax number, of the communicating author (the person to whom the proof is to be sent).
Type of article (e.g., original communication, variations, case study, etc.)

Abstract (separate page)
Each paper must be preceded by an abstract in English, not more than 250 words in length, presenting a brief summary of the content, together with the most important results and conclusions of the paper. Do not use abbreviations, footnotes or references in abstract.

Key words (same page with the Abstract)
Three to five keywords taken from Index Medicus should be supplied after the Abstract for indexing purpose.

Body paper – should not exceed 6 pages (2600 words) for original articles, 8 pages (3500 words) for reviews and up to date, 4 pages (1700 words) for case presentation, 3 pages (1300 words) for clinical cases, 1 page (450 words) for letters to the editors, events and news. Abbreviations should be defined at their first usage. For substances and drugs use their international common names. Devices are to be mentioned using their commercial name and the manufacturer. The paper should be structured as follows:
- Introduction - should state the purpose of the investigation and give a short review of the pertinent literature;
- Materials and methods - section should provide enough information to permit repetition of the experimental work
- Results - should describe the outcome of the study. Data should be presented as concisely as possible, if appropriate in the form of tables or figures, although very large tables should be avoided.
- Discussion - should be an interpretation of the results and their significance with reference to pertinent work by other authors.
- Conclusions - conclusion is for summarize the paper’s findings and generalize their importance, discuss ambiguous data, and recommend further research. Do not include evidence (quotations, statistics, etc.) that should be in the body of the paper.

Acknowledgements - should immediately follow end of text and be as brief as possible. Any grant that requires acknowledgement should be mentioned.

References - should only include works that are cited in the text. Cite references in order of appearance in text. Citation in the text should be identified by Arabic numbers in square brackets. References should fulfill the requirements of APA style.

Examples for the style of references:

1. Book

Format:
Author1, Author2 & Author3. (Year of publication). Book title. Place of publication: Publisher.

Example:

2. Book chapter or article in an edited book

Format:
 Figures, charts, diagrams (separate page for each)
All illustrative materials (original drawings, photographs, charts and diagrams) are referred to as "Figures" and numbered accordingly. Figures should be professionally designed. Avoid using gray on figures that will need to be scanned; use patterns of black or solid black where possible.

Arabic number, title and legend must appear below figure
Every figure must be cited in the text and must be numbered sequentially in the order it appears. Do not abbreviate the word "Figure." Example: (Figure 2), (Figures 2–5), (Figure 7a–f), „As shown in Figure 5”.

 Formats:
- Photographs - .jpg or .tiff, 300dpi
- Diagrams and schemas - .jpg or .tiff, 300dpi
- Charts – Excel only

 Tables (separate page for each)
Authors should present tables as a separate file generated by a recent version of a common word-processing program. When constructing a table, keep in mind the physical limitations of the journals' size. A table with more than 10 to 12 columns will often have to be placed sideways on the journal page; wider tables will need to be broken up or set in reduced type.

Table roman number and title must appear above table.
Tables should have a title and a legend explaining any abbreviation used in that table.
Every table must be cited in the text, beginning with Table I and continuing sequentially; examples: (Table I), (Tables I and II), (Tables I–III), (Tables II, III, and VII), "As illustrated in Table IV".