

Manuscript Submission Guidelines

School of Public Health Journal from the School of Medicine, National University of Cordoba aimed at the publication of scientific technical production related to the health area and particularly to Public Health. Half yearly publication.

EDITORIAL GUIDELINES

These guidelines are based on the translation “Uniform Requirements for Manuscripts Submitted to Biomedical Journals” (Vancouver Style) developed by the International Committee of Medical Journal Editors.

In each publication, a maximum of two original manuscripts per author exclusively intended for the School of Public Health will be accepted. They will be evaluated by peers (2) who are constant consultants in the Writing Committee.

Manuscripts must be accompanied by a cover letter which should include address, telephone/fax and e-mail address of the corresponding author/s; specify article type; and complete the statement of exclusivity of article destination to the School of Public Health Journal.

Manuscripts will be accepted in Portuguese, English and Spanish.

The Writing Committee guarantees author/s anonymity in the evaluation process performed by the two appointed consultants from the Scientific Counsel, as well as not to reveal the names of the evaluators involved, allowing freedom in their evaluation.

The Writing Committee reserves the right to reject manuscripts or to suggest evaluators and structure or content

modifications, which will be informed to the author/s. Additions or modifications to the text will not be accepted after submission for editing.

Authors of manuscripts not accepted for publication will be notified; reasons for not acceptance will be given to authors requiring so.

Manuscripts resulting from research or reporting experiences related to human subjects should indicate whether procedures used were in accordance with the norms established in the Helsinki Declaration (1975, as revised in 1983).

Manuscripts presented at events (congresses, symposiums and seminars, among others) will be accepted as long as they have not been published entirely in annals and as they have written authorization from the event organizer entity when event regulations require so. Manuscripts already published in foreign journals will be exceptionally accepted on condition that they are authorized by the Editors Committee of the journal in which the manuscript was originally published.

Opinions and concepts stated in the articles as well as accuracy, adequacy and precedence of bibliographic situations are exclusive responsibility of the author/s and do not necessarily influence the Editorial Board's position.

The author/s must submit a responsibility statement and a transfer of copyright once the final version is sent after reviewing the reformulations requested by the Editorial Board.

Articles published will be property of the Journal, and any other complete or partial reproduction elsewhere, electronic or printed, without previous authorization of the journal will be forbidden.

CATEGORY OF ARTICLES

The Journal will classify articles according to the following sections: editorial, original article, lecture and thesis summaries, short communication, literature review, interview, opinion forum, review.

EDITORIAL: Journal Writing Committee responsibility. The Committee may invite authorities to write it. Two page maximum.

ORIGINAL ARTICLES: Fifteen page maximum. This section includes:

- Research: results report from concluded research.
- Experience Report: description of academic, welfare and extension experiences.
- Reflection: features opinions and issues that may contribute to go in depth into topics related to the health area and to the Public Health area aimed at by this journal.

The manuscript must be subscribed observing the following requirements:

- Article title in English and Spanish.
- Authors' names, single spaced, placed on page right margin, indicating in footnote academic degrees, positions held and current affiliations of all authors.
- Abstract: in English and Spanish, presenting objectives, method, results and conclusions; word limit 150.
- Descriptors, key words identifying article content, made up of 3 to 5 "key words" in both languages. To be determined the list of Health Sciences Descriptors (DECS, acronym in Spanish), prepared by Bireme and available on the internet at <http://www.bireme.br> must be checked.
- Text: organized in introduction, body and conclusion.
- Illustrations: (pictures, tables, graphs, figures, charts) must be consecutively enumerated in Arabic numerals with their corresponding captions and sources.
- Enumerate consecutively according to quotation order within the text:

- Direct quotes will appear between inverted commas, showing reference number and quotation page number.
- Footnotes: will be marked with asterisk (*) and restricted to the minimum.
- Literature references: according to “Vancouver Style”.
- Appendixes: after bibliographic references.
- Complete address, telephone/fax number and e-mail address of text first author.

LECTURES AND THESES SUMMARIES: Features finished theses and lectures.

It must have:

- Title in English, Portuguese and Spanish.
- Author's name, single spaced, placed on page right margin, indicating in footnote academic degrees, positions held, current affiliations and the Postgraduate Program where doctorate was done or master's degree obtained.
- Bibliographic reference of thesis or lecture according to “Vancouver Style”.
- Advisor's name.
- Informative abstract up to 500 words long in Portuguese, Spanish and English (starting with the original language of thesis or lecture).
- Author's complete address, telephone/fax number and e-mail address.

SHORT COMMUNICATION: Features research, experiences, theses and lectures being developed. It should have:

- Study type, objectives, methodology and development clinical practice.
- Two page maximum, observing the sequence:
- Title in Portuguese, English and Spanish.
- Authors' names, single spaced, placed on the page right margin, indicating in footnote academic degree, position held and current affiliations of all authors.
- Advisor's name in case of lecture or thesis project.
- Bibliographic reference if any, according to “Vancouver Style”.
- First author's complete address, telephone/fax number and e-mail address.

LITERATURE REVIEW: Features literature review on specific topics. It must include procedure used, delimitation and conclusions. Ten page maximum. Follow guidelines for original articles.

INTERVIEW: Features interviews with authorities, specialists, researchers. Five page maximum.

OPINION FORUM: Place for the presentation of opinions, publications launchings or instructions, events and practices related to the academic and welfare areas. Three page maximum.

REVIEW: Features summaries or interpretative analysis of recently published works. Four page maximum, observing the sequence:

- Title in English and Spanish.
- Author's name, single spaced, placed on the page right margin, indicating in footnote academic degree, position held and current affiliations.
- Bibliographic reference of the analyzed work according to “Vancouver Style”.
- First author's complete address, telephone/fax number and e-mail address.

REPRESENTATION MODEL

Manuscripts must be written according to official spelling observing the following margins: left 1.5 cm, upper 3 cm, right and bottom 2 cm. Times New Roman 12 p. or higher; Word for Windows 98 or compatible Word Processor. The printed manuscripts must be sent together with electronic version. The text must be organized with no progressive numbering for heading and subheading; differentiation should be done through font size.

BIBLIOGRAPHIC REFERENCE EXAMPLE:

Bibliographic references must be consecutively numbered respecting their first appearance in the text and according to "Vancouver Style" (J Pediatr 1997; 73:213-24, actualización de octubre del 2001).