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  - All authors: full name, department, affiliation
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- **MANUSCRIPT FILE**
  - Must be digital - hard copy submissions are not accepted

- **ABSTRACT AND KEYWORDS**
  - See the section Article Types for word limit

- **REFERENCES**
  - Cited sequentially in AMA style

- **FIGURES AND TABLES**
  - Cited sequentially in the main document, must be saved separately from the main document

- **ART FILES**
  - Must be saved separately from the main document

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  - Required if you plan to reproduce content from a published source or include a photograph of a patient
  - Patient permission forms available at [www.thieme.com/journal-authors](http://www.thieme.com/journal-authors)
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MANUSCRIPT FORMAT

Hämostaseologie – Progress in Haemostasis publishes reviews articles, original papers, images in thrombosis & haemostasis and case reports in English or German. Publication in English is desirable. Manuscripts are submitted with the understanding that they are original contributions and do not contain data that have been published elsewhere.

Article Types

The following graph shows what types of articles are accepted for publication, and what requirement they may have.

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<td>Review Article (Up to 35,000 characters incl. spaces)</td>
<td>250 words</td>
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<td>Images in Thrombosis &amp; Haemostasis</td>
<td>n/a</td>
<td>Min. 3, max. 5</td>
<td>200 characters</td>
</tr>
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<td>Case Reports (Up to 2500 characters incl. spaces)</td>
<td>250 words</td>
<td>Min. 3, max. 5</td>
<td>200 characters</td>
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- **Original Article**: The structure of Original Articles must follow: Title, authors, facilities, running head, Keywords, Summary, Introduction, Methods, Results, Discussion, References (Vancouver style), Address of the author, Legends, Figures (minimum resolution 300 or 800 dpi), and Tables. All manuscripts must be submitted in Microsoft Word Format (.doc) or Rich Text Format (.rtf). Please check proof generated by system as this is the version seen by the Editor-in-Chief and reviewers.

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General Guidelines

- You must submit a digital copy of your manuscript. Hard copy submissions are not accepted.
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- Each figure should be saved as its own separate file. Do not embed figures within the manuscript file. This requires special handling by Thieme’s Production Department.
- Keep abbreviations to a minimum and be sure to explain all of them the first time they are used in the text.
- The manuscripts should be written in consistent British or American English.
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- Use generic names for drugs. You may cite proprietary names in parentheses along with the name and location of the manufacturer.
- Credit suppliers and manufacturers of equipment, drugs, and other brand-name material mentioned in the manuscript within parentheses, giving the company name and primary location.
MANUSCRIPT FORMAT continued

Title Page

- This journal adheres to a single-blinded peer-review policy. The title page should be included in the main document.
- Provide a short and concise title of the manuscript, the authors' names and their affiliations. Keywords and Summary: Provide an English (and German) summary (up to 1200 characters incl. space bars) as well as 3–4 keywords in English (and German). Acknowledgements and name and address of the corresponding author with phone and fax number should be placed at the bottom of the title page.

Abstract and Keywords

See the section Article Types for word limits.

The abstract should briefly outline the content of the article and any conclusions it may reach. The keywords should be words a reader would be likely to use in searching for the content of the article.

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Please introduce abbreviations at the first time of mention in the text. According to internationally approved rules, trade names of propriety brands may be stated additionally to the generic name, incl. the name of the producer. Any information on dosage and method of application is supplied without liability of the Publisher and the Editor-in-Chief. The user takes full responsibility for doses and applications. Authors should avoid the use of names of patients. Patients should not be recognizable from photographs unless their written permission has first been obtained.

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- Organize the text in sections that may be stressed by subheadings. Concise review articles (without references) should contain 30,000 – 35,000 characters incl. space bars.
Acknowledgments

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- References must be listed in AMA style, using Index Medicus journal title abbreviations, max 100 references for review articles
- References follow the article text. Insert a page break between the end of text and the start of references.
- References must be cited sequentially (NOT alphabetically) in the text using superscript numbers.
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- References should be styled per the following examples:

1. Citing a journal article:

2. Citing a chapter in a book:

3. Citing a book:
   Stryer L. Biochemistry. 2nd ed. San Francisco: WH Freeman; 1981:559–596

4. Citing a thesis:

5. Citing a government publication:

6. Citing an online article:

7. Citing a symposium article:
   Eisenberg J. Market forces and physician workforce reform: why they may not work. Paper presented at: Annual Meeting of the Association of American Medical Colleges; October 28, 1995; Washington, DC
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- Figures include photographs or radiographs, drawings, graphs, bar charts, flow charts, and pathways, but NOT lists or tables.
- Figures must be cited sequentially in the text. Number all figures (and corresponding figure captions) sequentially in the order they are cited in the text.
- Figure captions should be written after the reference list. Insert a page break between the end of references and the start of figure captions.
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- Data given in tables should be commented on but not repeated in the text. Be sure that lists or columns of related data are composed in a word-processing program like the rest of the text.
- Do not intersperse tables in the text. Tables should appear after the figure captions. Insert a page break between the end of the figure captions and the start of the tables.
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- Any abbreviations used in the table should be explained at the end of the table in a footnote.

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General Guidelines

• It is best to use Adobe Photoshop to create and save images, and Adobe Illustrator for line art and labels.
• Do not submit art created in Microsoft Excel, Word, or PowerPoint. These files cannot be used by the typesetter.
• Save each figure in a separate file.
• Do not compress files.
• Do not import figures in text.
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Color Art

• All color artwork should be saved in CMYK, not RGB.

Art Labels

• Arrows, asterisks, and arrowheads (or other markers) should be white in dark or black areas and black in light or white areas, and large in size. If not, these highlighting marks may become difficult to see when figures are reduced in size during the typesetting process.
• Use 1-point (or thicker) rules and leader lines.
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**SUBMISSION PROCEDURE**

**Submission Procedure**

- Consult the checklist on the first page of this document to ensure that you are ready to submit your manuscript.
- Please note: **There are no submission charges to submit your manuscript to this journal.**
- Manuscripts must be submitted electronically at the following link: [http://mc.manuscriptcentral.com/hamo](http://mc.manuscriptcentral.com/hamo)
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Please contact the Editors or Thieme Publishers with any questions.

Editor in Chief
Prof. Dr. med. R.E. Scharf

Thieme Publishers – Project Manager Journals
Dr. Elinor Switzer
Thieme Publishers
Rüdigerstr. 14
70469 Stuttgart, Germany
Tel: +49 711 8931 230 / Fax: +49 711 8931 323
elinor.switzer@thieme.de