European Journal of Pediatric Surgery Reports
Author Instructions

Thank you for contributing to European Journal of Pediatric Surgery Reports. Please read the instructions carefully and observe all the directions given. Failure to do so may result in unnecessary delays in publishing your article.

<table>
<thead>
<tr>
<th>APC Type</th>
<th>2017 Article Processing Charge (APC)</th>
<th>2018 Article Processing Charge (APC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular</td>
<td>€1,250 – paid upon acceptance if author chooses to publish</td>
<td>€1,600 – paid upon acceptance if author chooses to publish</td>
</tr>
<tr>
<td>Member</td>
<td>€598 – paid upon acceptance if author chooses to publish</td>
<td>€800 – paid upon acceptance if author chooses to publish</td>
</tr>
</tbody>
</table>

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☐ AUTHOR INFORMATION
- All authors: full name, degrees, department, affiliation, e-mail address
- Corresponding author: mailing address, telephone number

☐ MANUSCRIPT FILE
- Must be digital - hard copy submissions are not accepted

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

☐ NEW INSIGHTS AND THE IMPORTANCE FOR THE PEDIATRIC SURGEON
- In this box, which will appear on the front page of the manuscript, the authors should briefly summarize the results and the conclusions in one or (maximum) two sentences.

☐ REFERENCES
- Cited sequentially in AMA style

☐ FIGURES, VIDEOS AND TABLES
- Cited sequentially and included in the main document

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

☐ VIDEOS
- Original content with clear visibility and clarity of images

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- Required if you plan to reproduce content from a published source or include a photograph of a patient
- Patient permission form included at the end of this document

☐ NEW INSIGHTS AND THE IMPORTANCE FOR THE PEDIATRIC SURGEON
## CONTENTS

<table>
<thead>
<tr>
<th>MANUSCRIPT FORMAT</th>
<th>3-6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Article Types</td>
<td>3</td>
</tr>
<tr>
<td>General Guidelines</td>
<td>3</td>
</tr>
<tr>
<td>Title Page</td>
<td>4</td>
</tr>
<tr>
<td>Abstract and Keywords</td>
<td>4</td>
</tr>
<tr>
<td>Main Document</td>
<td>4</td>
</tr>
<tr>
<td>Acknowledgments</td>
<td>4</td>
</tr>
<tr>
<td>Conflict of Interest</td>
<td>4</td>
</tr>
<tr>
<td>References</td>
<td>5</td>
</tr>
<tr>
<td>Figure Captions</td>
<td>6</td>
</tr>
<tr>
<td>Tables</td>
<td>6</td>
</tr>
<tr>
<td>Videos</td>
<td>6</td>
</tr>
<tr>
<td><strong>DIGITAL ARTWORK PREPARATION</strong></td>
<td>7</td>
</tr>
<tr>
<td>General Guidelines</td>
<td>7</td>
</tr>
<tr>
<td>Black and White Art</td>
<td>7</td>
</tr>
<tr>
<td>Color Art</td>
<td>7</td>
</tr>
<tr>
<td>Art Labels</td>
<td>7</td>
</tr>
<tr>
<td><strong>SUBMISSION PROCEDURE</strong></td>
<td>8</td>
</tr>
<tr>
<td>Article Processing Charge (APC)</td>
<td>8</td>
</tr>
<tr>
<td>Submission Procedure</td>
<td>8</td>
</tr>
<tr>
<td>Revision Procedure</td>
<td>8</td>
</tr>
<tr>
<td><strong>PRODUCTION PROCEDURE</strong></td>
<td>8</td>
</tr>
<tr>
<td>Page Proofs</td>
<td>8</td>
</tr>
<tr>
<td><strong>POLICY STATEMENTS</strong></td>
<td>9</td>
</tr>
<tr>
<td>Statement on Liability</td>
<td>9</td>
</tr>
<tr>
<td>Definition of Authorship</td>
<td>9</td>
</tr>
<tr>
<td>Copyright Statement</td>
<td>9</td>
</tr>
<tr>
<td>Statement of Ethics</td>
<td>9</td>
</tr>
<tr>
<td>Patient Permission Policy</td>
<td>9</td>
</tr>
<tr>
<td><strong>EDITORIAL CONTACTS</strong></td>
<td>10</td>
</tr>
<tr>
<td><strong>PATIENT PERMISSION FORM</strong></td>
<td>11</td>
</tr>
</tbody>
</table>
MANUSCRIPT FORMAT

Article Types

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

<table>
<thead>
<tr>
<th>Article Type</th>
<th>Abstract Limit</th>
<th>Keywords Limit</th>
<th>Title Limit</th>
<th>Figures Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Case Report</td>
<td>Up to 250 words</td>
<td>3 to 5 keywords</td>
<td>Up to 80-85 characters</td>
<td>Up to 2 figures</td>
</tr>
<tr>
<td>(2 to 3 pages)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Letter to the Editor</td>
<td>Not required</td>
<td>Not required</td>
<td>Up to 80-85 characters</td>
<td>No limit</td>
</tr>
</tbody>
</table>

General Guidelines

- You must submit a digital copy of your manuscript. Hard copy submissions are not accepted.
- Keep the format of your manuscript simple and clear. We will set your manuscript according to our style—do not try to “design” the document.
- The manuscript, including the title page, abstract and keywords, text, references, figure captions, and tables should be typewritten, double-spaced in 12-point font with 1-inch margins all around and saved as one file.
- 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.
- Inclusion of illustrative radiologic images or intraoperative pictures is highly appreciated.
- 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 American English. Revision of the manuscript by a native speaker is mandatory.
- The authors should use Système International (SI) measurements. For clarity, nonmetric equivalents may be included in parentheses following the SI measurements.
- 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.
- The title page should list the article title and the corresponding author’s full name, degree, title, department, affiliation, mailing address, e-mail address, and telephone and fax numbers. It should also list the full name, degree, title, department, and affiliation of every co-author.

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. As this is a journal of case reports the abstract should NOT contain subheadings like: “Introduction, methods, results, and conclusion”.

Main Document

- Please clearly distinguish the hierarchy of headings within the manuscript by using capital letters, underline, italic, and bold styles as necessary.
- As needed, use italic, superscripts, subscripts, and boldface, but otherwise do not use multiple fonts and font sizes.
- Do not insert page or section breaks except where noted in the Author Instructions.
- Use hard returns (the Enter key) only at the end of a paragraph, not at the end of a line. Allow lines of text to break automatically in your word-processing software. Do not justify your text.
- Use only one space, not two, after periods.
- Create tables using the Table function in Microsoft Word.
- As this is a journal of case reports the abstract should NOT contain subheadings like: “Introduction, methods, results, and conclusion”. Instead the manuscript should contain the following subheadings: “Introduction”, “case report”, “discussion which closes with a conclusion”.

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The source of any financial support received and recognition of personal assistance for the work being published should be indicated at the end of the article, just before the Reference section, under the heading Acknowledgments.

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References should be the most recent and pertinent literature available. It is essential that they are complete and thoroughly checked. If the reference information is incomplete, good online sites to search for full details are the National Library of Medicine: www.nlm.nih.gov; Books in Print: www.booksinprint.com; PubMed: www.ncbi.nlm.nih.gov/PubMed; or individual publisher Web sites.

- Preferred references should be journal articles that everyone can access via online databases (such as pubmed.com) and preferably not chapters in a book.
- References must be listed in AMA style, using Index Medicus journal title abbreviations.
- 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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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
Manuscript Format

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- For radiologic images make sure that all personal data (e.g., patient's name, date of birth, study date) are removed from the image.
- 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.
- Tables must be double-spaced and numbered in the same sequence they are cited in the text. A short descriptive title should be provided for each table.
- If a table contains artwork, supply the artwork separately as a digital file.
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- Other footnotes for tables should be indicated in the table using superscript letters in alphabetical order.
- Any abbreviations used in the table should be explained at the end of the table in a footnote.
- If required, author will obtain the copyright permission from the publishers concerned and provide copies of the formal letters of permission.

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We encourage the submission of video cases that exemplify interesting surgical cases in childhood. Emphasis should be placed on reports that have a high recognition factor and that cannot easily be identified from written description only.

Videos should be presented accompanied with an abstract (word count max. 200), two illustrative images and a single video. References should be limited to a maximum of 5.

An informed consent letter signed by parents and children (if applicable) is a prerequisite. Besides originality, there are no restrictions on content or type of graphic presentation. This format undergoes a formal review procedure and is accounted for as a scientific contribution.

Videos should be up to 5 minutes in length. QuickTime or AVI formats are acceptable. Authors who want their videos accessible in a streaming format must also provide either a single Sure-Stream file or 3 uniquely named single-rate clips (28.8, 56, T1) with a SMIL file to list the bandwidth choices. Video clips must meet production quality standards without modifications or editing by the Editorial Office. Authors will be notified if there are any problems with submitted files and asked to resubmit modified files. Each segment should be appropriately labeled and have transitions between video clips.

- The preferred format for video submissions is MPEG-1.
- Please include a descriptive legend at the end of your main document, which will be published together with a link to your video.
Authorship
We believe it is important to document the adequate participation of all authors. We request no more than 6 authors be included.

Please ensure that authorship is decided before the submission of the article. Any quick changes at the time of revision will not be accepted.

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- Do not submit art created in Microsoft Excel, Word, or PowerPoint. These files cannot be used by the typesetter.
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- Do not compress files.
- All black-and-white and color artwork should be at a resolution of 300 dpi (dots per inch) in TIFF format. Line art should be 1,200 dpi in EPS or TIFF format. Contact the Production Editor at Thieme if you are unsure of the final size.
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Note: Lower resolutions (less than 300 dpi) and JPEG format (.jpg extension) for grayscale and color artwork are strongly discouraged due to the poor quality they yield in printing, which requires 300 dpi resolution for sharp, clear, detailed images. JPEG format, by definition, is a lower resolution (compressed) format designed for quick upload on computer screens.

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- Black-and-white artwork can be halftone (or grayscale) photographs, radiographs, drawings, line art, graphs, and flowcharts. Thieme will only accept digital artwork.
- If possible, do not send color art for conversion to black-and-white. Do the conversion yourself so that you can check the results and confirm in advance that no critical details are lost or obscured by the change to black-and-white.
- For best results, line art should be black on a white background. Lines and type should be clean and evenly dark. Avoid screens or cross-hatching, as they can darken or be uneven in printing and lead to unacceptable printing quality.

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

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- 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.
- Capitalize the first word of each label and all proper nouns. Consider using all capitals if you need a higher level of labels.
- Where there are alternate terms or spellings for a named structure, use the most common one and make sure it is consistent with what is used in the text.
- Avoid using multiple fonts and font sizes for the labels; use only one or two sizes of a serif font.
SUBMISSION PROCEDURE

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- Manuscripts must be submitted electronically at the following link: http://mc.manuscriptcentral.com/eipsreports
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