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   - 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 limits

☐  REFERENCES
   - Cited sequentially in AMA style

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

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

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Article Types

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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.
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**MANUSCRIPT FORMAT continued**

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- This journal adheres to a single-blinded peer-review policy. The title page should be included in the main document.
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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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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 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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- Any abbreviations used in the table should be explained at the end of the table in a footnote.
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- Do not compress files.
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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.
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- 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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2. Drafting the article or revising it critically for important intellectual content
3. Final approval of the version to be published

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EDITORIAL CONTACTS

Please contact the Editors or Thieme Publishers with any questions.

Editors in Chief
Michael H. Kohrman, MD
Department of Pediatrics,
University of Chicago Medical Center
Chicago, IL 60637 USA
Tel: +1 773 702 6487 / Fax: +1 773 702 4786
mkohrman@peds.bsd.uchicago.edu

Huseyin Caksen, MD, PhD
Necmettin Erbakan University, Meram Medical Faculty
Department of Pediatrics,
Divisions of Pediatric Neurology and Genetics
42080 Meram, Konya, Turkey
Tel: +90 332 223 75 46 / Fax: +90 332 223 61 81
huseyincaksen@hotmail.com

Thieme Publishers – Assistant Acquisitions Editor
Wakiko Ishii
Thieme Medical Publishers, Inc.
333 Seventh Avenue
New York, NY 10001
Tel: 212-584-4662 / Fax: 212-947-1112
journals@thieme.com

Thieme Publishers – Production Editor
Sudeshna Roy
Thieme Medical and Scientific Publishers Private Limited
A-12, Second Floor, Sector -2,
NOIDA -201301
Uttar Pradesh
India
Email: Sudeshna.Roy@thieme.in
Tel: +91 120 4556600/ Fax: +91 120 4556649