

GUIDE FOR AUTHORS

Journal scope and general principles

Italian Journal of Gynaecology & Obstetrics is a three-monthly peer-reviewed publication. As official Journal of the “Società Italiana di Ginecologia” (SIGO), it collects reviews, original works and case reports in the gynaecological and obstetrics field, in particular on anatomy, histology, physiology, microbiology, genetics, virology and pathologies, clinical records, clinical research, evaluation of surgical, medical and surgical techniques treatments, editorials, reviews, letters to the editor and congressional acts.

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Manuscripts are considered for publication with the understanding that they do not contain previously published material, have not been published previously and are not currently under review at another journal. All manuscripts must also be accompanied by an adequately compiled and signed **Journal Publishing Agreement**.

If the manuscript is accepted for publication in *Italian Journal of Gynaecology & Obstetrics*, the authors guarantee that it will not be published elsewhere in any other language without permission from the copyright holder.

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Manuscripts that report the results of research conducted on human subjects must include a declaration in the Materials and Methods section that the study protocol was approved by the competent Ethics Committee, that the study was conducted in accordance with the ethical standards established in the Declaration of Helsinki of 1946, and that informed consent was obtained from all participants before enrolment in the study. All details that could reveal the identity of a patient (including initials of the patient name and unnecessary reference to personal data such as occupation and residence) must be omitted from the text and illustrative materials. The patients must provide written informed consent to the publication (**consent form**).

If experiments have been conducted on animals, the study must have been conducted in accordance with the International Guiding Principles for Biomedical Research Involving Animals guidelines recommended by the World Health Organization (WHO) for the use of laboratory animals, and such adherence must be explicitly stated in the manuscript.

The decision to publish a manuscript is based on a peer-review process, and acceptance of an article will be based on criteria of originality, relevance, and scientific content of the contribution. The authors may be requested to modify the text based on the comments of reviewers. Statements made



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We request that all manuscripts should be submitted online at: <http://goij.edmgr.com>

Authors are also requested to return both completed and signed Journal Publishing Agreement and Conflict of interest disclosure forms by e-mail to Journal Publishing Editor e.grignani@lswr.it or by fax at +390288184.101.

Cover letter

For the purpose of publication, the Authors must sign a cover letter in which the following information is reported in a declaration signed by the corresponding Author:

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- the manuscript was read and approved by all Authors;
- for original articles, formal approval by the local Ethics Committee of the research proposed for publication is available.

Manuscript preparation

Manuscript must contain in order:

1) on the first page, indicate:

- manuscript title and short title;
- names of the Authors: full names and surnames of each Author; each Author's affiliation IN ENGLISH;
- name and address of the Institution where the work was carried out;



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- address of the corresponding Author for proofreading, completed with e-mail address to which the PDF of the drafts will be sent, and postal address;

2) the second page of the manuscript must contain:

- **abstract** both in Italian and English (about 850 characters, spaces included);
- **key words**: indicate at least 5 key words.

The style of writing should conform to English usage and syntax. Authors whose mother tongue is not English are urged to have their manuscripts checked for linguistic correctness before submission. Slang, technical jargon, obscure abbreviations and abbreviated phrasing should be avoided;

3) on the pages that follow, develop the manuscript as follows:

- **introduction**: give a brief description of the scope and objectives of the proposed research;
- **materials and methods** provide a detailed description of the materials and methodologies used, clarify all ethical aspects (see the General Principles and Ethical Aspects section);
- **results**: present the results of the research clearly and exhaustively;
- **discussion**: analyze the results obtained and their clinical implications;
- **conclusions**: present the significance of the results and the final observations of the Authors.
- **references**;
- **conflict of interest**: in this section indicate the existence or absence of economic or other types of conflicts of interest regarding the article presented.

References should be in the order:

- the order number corresponding with that of appearance in the text;
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- the title of the work, in the original language;
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For example:

Atrash HK, Friede A, Hogue CJ. Abdominal pregnancy in the United States. Frequency and maternal mortality. *Obstet Gynaecol* 1987;69:333-37.

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Tables All tables must be submitted separately from the manuscript file in Word format. Tables must be identified and referred in the manuscript with roman numerals and accompanied by a brief caption (table IV). **Tables will not be accepted in PowerPoint, PDF or JPG formats, which require retyping of the text for uniformity of style with journal graphics.**

Figures:

The figures (i.e., photographs, graphs, and diagrams, including flow charts) themselves should be



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Photographs, graphs, diagrams, and flow charts must be supplied in one of the following formats: JPG (high resolution: min 300 dpi), TIFF (high resolution: min 400 dpi).

Use HELVETICA font for graphics' elements.

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Submitted contributions are accepted for publication on the basis of scientific interest and relevance for Italian Journal of Gynæcology & Obstetrics, at the final discretion of the Editor in Chief, who will have blinded written evaluations from at least two anonymous reviewers.

Informed consent

In articles describing clinical cases or studies on people it must be made explicit in the manuscript that the study was carried out in accordance with the ethical standards established in the Declaration of Helsinki, and that informed consent was obtained from all participants before enrolment in the study (see also the related section under General Principles).

Conflict of interests

The Authors must declare the existence or absence of economic or other types of conflicts of interests after the "CONCLUSIONS" section of the manuscript.

Acknowledgements

"ACKNOWLEDGEMENTS" of Institutions or persons, if present, must be inserted after the "CONCLUSIONS" section.



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Fundings

The Authors must indicate after the “CONCLUSIONS” or ACKNOWLEDGEMENTS” sections if the study received funding or did not receive funding.

Proofreading

Proofreading is the responsibility of the Authors regarding content and of the Editors regarding the technical part. The proofs for correction will be sent to the corresponding Author indicated in the manuscript. These must be corrected and returned to the editorial office by the date indicated in the accompanying letter and within 3 working days of their receipt.

After this deadline, ex officio correction and/or postponing of publication will occur, depending on the editorial priority of the Editor in Chief.

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