INSTRUCTIONS FOR AUTHORS

SUBMISSION OF MANUSCRIPTS

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GERIATRIC MEDICINE JOURNAL official authority of Multidisciplinary Geriatric Association (AMGe), publishes original papers on topics in Geriatric Medicine, Internal Medicine and similar ones. Preference for publication will be given to original articles. Also featured are case reports, "how to do it" papers, articles on our surgical heritage, collective and current reviews, correspondence, and book reviews. All manuscripts and correspondence should be written in English or Italian and sent to the above address. Italian manuscripts will be published with an English abstract.

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Manuscripts and illustrations will not routinely be returned to the authors. The Editorial Office will be responsible for proper disposal of the manuscript so that confidentiality is preserved. Manuscript and illustrations will be returned only if requested and if a self-addressed stamped (Italian postage) envelope is provided.

GENERAL

❒ Submit original and two duplicate manuscripts (including three cleary labeled sets of illustrations).
❒ Type all pages with double-spacing throughout (including title page, abstract, text, references, tables, and legends) on one side only on opaque bond paper not larger than 21 x 29,7 cm (A4) with 3 cm margins all around.
❒ Arrange manuscript as follows: (1) title page, (2) abstract, (3) text, (4) references, (5) tables, and (6) legends. Number pages consecutively, beginning with the title page as page and ending with the legend page.
❒ Referencing should be selective and pertain directly to the work being reported. As a general guide, original articles should have not more than 20 references, case reports not more than 8 and "how to do it" articles not more than 5.

TITLE PAGE

❒ The title should be informative and not exceed 95 letters and spaces. Also submit a short title of 40 characters to be used as a running head. Include only the names of the authors directly affiliated with the work. Include the name and location of institutional affiliations where the work was actually done.
❒ If the paper has been presented at a meeting, provide a footnote giving the name, location, and dates of the meeting.
❒ At the bottom of the page, type "Address reprint requests to…" followed by the last name, exact postal address with zip code, telephone number, Fax number, and e-mail address of the author to whom communications, proofs, and requests for reprints should be sent.

ABSTRACTS

❒ Provide a structured abstract no longer than 250 words for an original article. The abstract should be divided into four sections in the following order: Background, Methods, Results, Conclusions. Abstracts for case reports and "how to do it" articles should be unstructured and shorter (50 to 75 words).

An abstract must accompany every contribution, except for letters to the editor. Include several (3 to 5) key words to assist in cross-indexing the article.

TEXT

❒ Generally, the text should be organized as follows:

Introduction, Material and Methods, Results, and Discussion.

❐ Cite references, illustrations, and tables in nume - rical order in the text (Order of mention in text determines the number given to each).

❐ Consult the American Medical Association Manual of Style, 8th edition, for recommended abbreviations. Define abbreviations at first appearence, and avoid their use in the title and abstract.

❐ Give all measurements and weights in standard metric units.

REFERENCES

❐ All authors should be listed when six or less; otherwise list first 3 and add "et al."

❐ Type references double-spaced on a separate sheet. Number consecutively in the order in which they appear.

❐ Journal references should provide inclusive page numbers: book references should cite specific page numbers.

❐ Abbreviations of journals should conform to those used in Index Medicus. The style and punctuation of the references should follow the formats outlined below:

1. Duran CMG. Pericardium in valve operations. Ann Thorac Surg 1993; 56: 1-2.

TABLES

❐ Tables should be typewritten double-spaced on separate sheets, each with a table number (Arabic) and title above the table.

❐ Tables should be self-explanatory, and the data should not be duplicated in the text or illustrations. If a table provides redundant information, it will be delated.

LEGENDS

❐ Type legends double-spaced on a separate sheet. Numbers should be arabic and correspond to the order in which the illustrations occur in the text.

ILLUSTRATIONS

❐ Submit triplicate sets, each set in its own envelope, of unmounted and untrimmed black and white professionally prepared glossy prints. Components of the same illustration (e.g., parts A and B) should be submitted separately, Photographs, rather than original art, should be provided. Drawings and graphs should be prepared with black india ink on a white background; no typewriting or computer print should be used.

❐ Place the first author's last name, the figure number, and an arrow indicating the top on a gummed label on the back of each illustration.

❐ If color illustrations are to be considered for publication, submit positive 35-mm transparencies or color prints.

EXCLUSIVE PUBLICATION STATEMENT

"I certify that none of the material in this manuscript has been published previously, and that none of this material is currently under consideration for publication elsewhere. This includes symposia, transactions, books, articles published by invitation, and preliminary publications of any kind except an abstract of 400 words or fewer".

❐ Please use WordMacintosh or Microsoft Word.