

Guide for Authors

Bulletin of the Northern State Medical University (NSMU) welcomes articles in all fields of medicine and NSMU research conference abstracts. Submitted manuscripts should not have been previously published nor be currently under consideration for publication elsewhere.

All manuscripts accepted by the journal undergo thorough peer review and plagiarism check. Based on the review results, the Editorial Board makes one of the conclusions:

- the paper can be published in its original form,
- it can be published after revision by the authors,
- or it cannot be published.

If the decision on the article revision is made, the manuscript with the reviewers' comments is sent to the corresponding author with the indication of criticism remedy deadlines. A revised manuscript is peer-reviewed again. If not revised within a specified deadline, the article is rejected from publication.

There is no article fee for NSMU students. When submitted together with health-care professionals, teachers and professors as co-authors, the publication fee is 500 rubles.

The authors should ensure that they have written entirely original works, and if the work and/or words of others have been used that this has been appropriately cited or quoted. All manuscripts are checked for plagiarism through the Anti-Plagiarism system at <https://www.antiplagiat.ru>. A text-similarity of 30% for full-text articles and more than 40% for abstracts is considered a high degree of plagiarism.

Manuscript submission

Articles are accepted in Russian and English. All manuscripts should be carefully proofread and checked before submission. Make sure references are accurate and complete (there must be a reference for every citation and a citation for every reference). Check the accuracy of all statistics, formulas, tables, and figures. If you need professional assistance preparing your manuscript for submission (proofreading, general writing, language or translation issues), consider your teachers to enhance the readability and clarity of your manuscript.

Manuscript submission for publication is done via electronic form at <https://nsmubulletin.ru/>. Use button «Подать рукопись» and follow paper submission steps. The following sections must be completed:

1. **“Общая информация”** - Select the manuscript type (article/abstract), select the manuscript language, check the necessary points of agreement before submitting the manuscript.
2. **“Авторы”** - Indicate the full name of the first author, the organization where he/she is studying (if absent in the suggested list, select "другое" and enter the full name of the organization without budget form and department affiliation), then indicate the author status in this organization, indicate his/her e-mail.

If there are co-authors, activate the "Добавить серию вопросов" section by clicking. The information about each co-author should be filled in the same way. Specify the corresponding author as a serial number from 1 of the listed authors of the manuscript. Provide the telephone number of the author responsible for the correspondence.

This section should indicate whether scientific supervision was provided during the study and manuscript writing. If the answer to this question is yes, supervisor data should be indicated by filling in all lines. Fill in the “ученая степень” section. If the academic degree of the supervisor is not in medical sciences, select "другое" and write it in the box below according to the generally accepted regulatory requirements.

Upload a scanned, signed by all co-authors and supervisor application for publication of the manuscript.

3. “Текст рукописи” - Upload the text of the manuscript to the appropriate sections, taking into account the guidelines for their length. Upload additional files with illustrations (tables, figures) if available and tick the points of the agreement.

MANUSCRIPT REQUIREMENTS

Upon submission, your manuscript will be screened by the editorial office to ensure it complies with the guidelines. Manuscripts not correctly formatted may be returned to the authors for correction and resubmission.

Manuscript Structure

Page layout: A4 paper size (210 x 297 mm), font Times New Roman 12 pt, 2 cm margins on all sides, 1.5 line spacing. Automatic word transfer cannot be used. Text alignment - width. No first line, left and right indents. Spacing before and after paragraphs is not allowed in the text of the manuscript.

The manuscript should be compiled in the following order: Title page; abstract; keywords; main text (Introduction, Material and Methods, Results, Discussion, Conclusion, References).

Title Page

The title page should include:

- Title of the paper - in Uppercase font
- Name(s) of the author(s)
- Name of the organization the authors study or work, city (organization location)
- Supervisor

Main body of the article (use single line spacing)

- Abstract (Introduction, Study Objectives, Material and Methods, Results, Conclusion)
- Key words

- Introduction
- Study Objectives
- Material and Methods
- Results
- Conclusion
- References

After References additional information about the authors in italics in single spacing is indicated: author's full name, position in the organization, e-mail. If the work was done at the department, it should be indicated at which one. If there is a supervisor, his/her academic degree, academic title, full name are also given.

Length of Manuscript

The recommended length for a **full-text article** is 1150 to 2150 words excluding the title, authors' names and their affiliations, abstract, keywords, and the reference list.

The recommended length for **abstracts** is 350 to 700 words excluding title, authors' names and their affiliations, and the reference list.

Abstracts shouldn't contain tables, figures, diagrams, diagrams.

Reference List Requirements

Bibliography Reference Format

- For an article from the journal: Author's name and title of the article // Name of the journal. The year of publication. Volume, Issue number. pp. 00-00. (pages where the work is published)
- For the book: Author's name and title of the book. Place of publication: Publisher, year of publication.
- For an article from the conference proceedings: Author's name and title of the article //Title of the conference proceedings. Place of publication: Publishing house, year of publication. pp. 00-00. (pages where the work is published)

Examples

Articles in magazines

The usual journal reference (there is a translated version of the title)

Halpern SD, Ubel PA, Caplan AL. Solid-organ transplantation in HIV-infected patients. *The New England Journal of Medicine*. 2002;347(4):284-287.

The magazine has only issues (no volumes)

Banit DM, Kaufer H, Hartford JM. Intraoperative frozen section analysis in revision total joint arthroplasty. *Clinical Orthopaedics*. 2002;(401):230-238.

If the author of the article is an organization (no translated version of the title)

Diabetes Prevention Program Research Group. Hypertension, insulin, and proinsulin in participants with impaired glucose tolerance. *Hypertension*. 2002;40(5):679-686.

The authors of the article are both individual scientists and organizations (the article has an English-language version of the title and the journal has an English-language version of the title)

Vallancien G, Emberton M, Harving N, van Moorselaar RJ; Alf-One Study Group. Sexual dysfunction in 1,274 European men suffering from lower urinary tract symptoms. *J Urol*. 2003;169(6):2257-2261.

Books and monographs

The book has one or more authors

Murray PR, Rosenthal KS, Kobayashi GS, Pfaller MA. *Medical microbiology*. St. Louis: Mosby; 2002. 584 p.

The book has one or more editors

Gilstrap LC 3rd, Cunningham FG, VanDorsten JP, editors. *Operative obstetrics*. New York: McGraw-Hill; 2002. 198 p.

The book has both authors and editors

Breedlove GK, Schorfheide AM. *Adolescent pregnancy*. Wiczorek RR, editor. White Plains (NY): March of Dimes Education Services; 2001. 175 p.

Conference Proceedings

Harnden P, Joffe JK, Jones WG, editors. Germ cell tumours V. Proceedings of the 5th Germ Cell Tumour Conference; 2001 Sep 13-15; Leeds, UK. New York: Springer; 2002. pp. 99-102.

Dissertations

Borkowski MM. *Infant sleep and feeding: a telephone survey of Hispanic Americans* [dissertation]. Mount Pleasant (MI): Central Michigan University; 2002. 213 p.

Electronic materials

Publications in electronic versions of journals

Abood S. Quality improvement initiative in nursing homes: the ANA acts in an advisory role. *Am J Nurs* [Internet]. 2002 Jun [cited 2002 Aug 12];102(6):[about 1 p.]. URL: <http://www.nursingworld.org/AJN/2002/june/Wawatch.htmArticle>

Monographs published on the Internet

Foley KM, Gelband H, editors. *Improving palliative care for cancer* [Internet]. Washington: National Academy Press; 2001 [cited 2002 Jul 9]. Available from: <http://www.nap.edu/books/0309074029/html/>

Individual web pages

Cancer-Pain.org [Internet]. New York: Association of Cancer Online Resources, Inc.; c2000-01 [updated 2002 May 16; cited 2002 Jul 9]. Available from: <http://www.cancer-pain.org/ronc.ru/council>