

INSTRUCTIONS FOR AUTHORS

Echocardiography: A Journal of Cardiovascular Ultrasound and Allied Techniques publishes peer-reviewed articles dealing with all aspects of cardiovascular ultrasound and allied techniques.

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Online Manuscript Submission

Authors with internet connections should submit manuscripts, including figures and tables, to the ECHO submission website, <http://mc.manuscriptcentral.com/echo>. Loading instructions are given at this site. For assistance, please contact Scholar One technical support at 434-817-2040, ext. 167 or email support@scholarone.com. If you are not able to submit online, please contact the Editorial Office for instructions.

Manuscripts

All manuscripts should include: Title Page, Abstract (not required for Image Section), and Keywords to be chosen from the list provided in the online submission process to be placed at the end of the abstract. Additional keywords may be submitted to the Editor-in-Chief for consideration.

Categories

Original Investigations. These should be of reasonable length and include new information which would be of interest to the medical community. Only those manuscripts meeting these criteria are forwarded to reviewers for peer review.

Case Reports. The text is limited to three (3) typed double spaced pages. This excludes the Title Page, abstract, references (maximum of 10), illustrations (maximum 6 per page), and figure legends.

Images. No abstract required. The text is limited to 1 typed, double-spaced page (excluding Title Page, a maximum of 4 references, 4 illustrations and figure legends).

Echo Rounds. These are geared toward teaching and the manuscript should be of reasonable length. The format of the manuscript text could be a brief clinical presentation followed by discussion, references, figure legends, and figures, clearly illustrating a teaching point.

Review Articles. These should be of reasonable length and focus on subjects of interest to the readers.

Editorials. While the Editor normally invites editorials, unsolicited editorials will be considered for publication. Reviewers are encouraged to write editorials on any manuscript they may have recently reviewed.

Letters to the Editor. The Journal will consider for publication letters sent to the Editor pertaining to an article published in *Echocardiography*. The letter should be no more than 500 words and no figures or tables should be included. The author(s) of the article cited in the letter will be invited to reply and both letters will be published in the same issue.

Manuscript Preparation Instructions

Manuscripts must be submitted as a WORD document in English in the following format: Typed double-spaced, page size 22 cm. x 29 cm. (8 1/2 in. x 11 in.), page margins 2.54 cm (1 in), font size 11 or 12 pt. All material should be submitted in a run-in style (do not use double columns). All print commands (e.g., superscript, subscript, italics) should be included. Tables may be included in the WORD document or submitted as separate files. Figures are not to be included in the WORD document; see instructions for figure submission. Page numbering be-

gins on the Title Page and should include the senior author's surname and page number typed in the upper, right hand corner.

An excellent reference is A SPECIAL REPORT: UNIFORM REQUIREMENTS FOR MANUSCRIPTS SUBMITTED TO BIOMEDICAL JOURNALS. *N Engl J Med* 1997; 3336:309-315 and *Ann Intern Med* 1997; 126:36-47. Where uniform requirements differ; the *Echocardiography* instructions prevail. The *AMA Style Manual* is a useful reference.

The manuscript document should be submitted in the following order:

Title Page

Title of manuscript limited to 50 words, names and highest academic degree of each author, affiliation(s) of each author and name, address, fax number, and email address of corresponding author. Include a running head [shortened title] limited to 50 characters. At the bottom of the page, include information about grants if applicable. If two or more authors contributed equally to the manuscript, their names should precede the names of the other co-authors and a note placed on the title page specifying this. Upon publication, a footnote will be added at the bottom of the first page indicating "These authors contributed equally to this work."

Abstract

—Original Investigations, Review Articles, and Echo Rounds limited to 250 words

—Case Reports limited to 100 words

—Not needed for the Image Section

Keywords

Provide a maximum of 6 keywords/phrases suitable for indexing and place after the Abstract. For the Image Section, place keywords on Title Page.

Text

—The text should begin on a new page

—Metric, SI units, and Celsius measurements should be used throughout.

—Abbreviations should be explained when they first appear in the text.

—References should be cited in *numerical* order, as should tables and figures.

—Personal Communications (written) may be used as references; unpublished data may not be used.

References

—References should begin on a new page

—Number in the order in which they appear in the text.

—Abbreviate titles of periodicals according to the style of the *Index Medicus*.

—Follow the format (arrangement, punctuation, inclusive pages) shown below:

Periodicals

1. Sadaniantz A, Burt D, Nanda N, et al: Three-Dimensional Echocardiography of Right Heart Pathology. *Echocardiography* 1998;15:795–806. (if more than three authors, use "et al")

Books (edited by other than author of article)

2. Myerberg RJ, Mitrani R, Interain A, et al: Identification of Risk of Cardiac Arrest and Sudden Death in Athletes. In Estes NAM, Salem DM, Wang PJ (eds): *Sudden Cardiac Death in the Athlete*. Armonk, NY: Futura Publishing Co., Inc; 1999, p. 25–27.

Books (identical author and editor)

3. Kerut K, McIlwain EF, Plotnick GD: *Handbook of Echo-Doppler Interpretation*. Armonk, NY: Futura Publishing Co., Inc; 1996, p. 137.

Personal Communications

4. Smith I: personal communication, December 10, 1976.

Abstracts

5. Same as periodicals and followed by "(Abstract)."

Tables

—Each Table should begin on a separate page

- Tables should supplement, but not duplicate, the text.
- Tables should be numbered consecutively in order of appearance in the text.
- Each table must be given a Roman numeral and a title, placed at the top of the page.
- Abbreviations used in the table should be footnoted and explained in the order in which they appear in the table, if they have not been used previously.
- Any material that is not self-explanatory should be footnoted as well.

Figure Legends

- Figure Legends should begin on a separate page and run consecutively.
- Be sure that legend number and figure numbers correspond.
- Identify all abbreviations used in a figure at the end of each legend in alphabetical order.

Figure Submission

Each illustration must be submitted as a separate figure file capable of being sized. The file name should be the same as the figure number and submitted as follows:

- For line art: EPS format, 900 to 1200 dpi
- For greyscale and color figures: TIF format, 600 dpi
- Each illustration (echo or other images, graphs, etc.) is expected to be printed no larger than 1/6 of the size of a Journal page so that, if necessary, up to a maximum total of 6 such illustrations (each to fit 1 column in width) can be accommodated in one *Echocardiography* Journal page. The Editor and the Production Department at Blackwell Publishing reserve the right to enlarge any illustration, if space permits. Photographs in which a patient or other person is identifiable must have written permission from that person. The consent must state specifically what the person is consenting to and what restrictions, if any, the person has placed upon the publication of the photograph. All restrictions must be strictly observed.

Author costs

Color illustrations. Cost for color illustrations must be made paid by the author(s) at a cost of \$375 per page. A maximum of 6 illustrations can be printed on 1 page. If the author(s) are not agreeable to covering the cost, the illustrations will be printed in greyscale (black and white). Authors will not be billed for color illustrations until the issue in which the article appears has been printed.

Reprints. Price list is sent with author proofs.

Revised Manuscripts

Revisions must be submitted within 180 days of the decision letter. If the revision is received after this time period, it will be considered “de novo.”

Submit revised manuscripts through the *Echocardiography* online submission site at <http://mc.manuscriptcentral.com/echo>. Log in to your account and enter your Author Center where you will find the manuscript title listed under “Manuscripts with Decisions.” Under “Actions,” click on “Create a Revision” and continue the submission process. The manuscript number will be appended to denote a revision.

Accepted Manuscripts

Movie clips

As a new feature, authors are encouraged to submit movie clips in MPG file format, each one less than 10 MB, preferably less than 5 MB. These can be submitted online with the manuscript when the author uploads the files and need to be marked as “supplementary material.” The movie clips can be viewed online with manuscripts published in the Journal.

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