



Annals of Hepatology

AUTHORS INFORMATION PACK

GUIDE FOR AUTHORS

INTRODUCTION

ANNALS OF HEPATOLOGY (ISSN 1665-2681) is an international, open access journal published bi-monthly with funds from the Medica Sur Clinical Foundation. It is the official journal of the Mexican Association of Hepatology (AMH), the Latin American Association for the Study of the Liver (ALEH), the Canadian Association for the Study of the Liver (CASL) and the Czech Society of Hepatology (CSH). *AoH* publishes editorials, opinions, concise reviews, original articles, brief reports, letters to the editor, news from affiliated associations, clinical practice guidelines and summaries of congresses in the field of hepatology.

Topics covered by *AoH* include alcoholic liver disease, autoimmune hepatitis, biliary diseases, drug-induced liver injury, genetic liver diseases, NAFLD/NASH and viral hepatitis (HAV, HBV, HCV, HDV, HEV). Our journal seeks to publish articles on basic clinical care and translational research focused on preventing rather than treating the complications of end-stage liver disease. We encourage authors to submit manuscripts that provide new insights into emerging topics in the field of hepatology, namely

- Advances in early molecular and clinical diagnosis of liver disease
- Genetic and environmental factor interactions: genes-alcohol, genes-NASH and genes-viral hepatitis
- Genome-based nutrition for healthier liver function and in liver disease
- Regionalized and individualized medicine tailored by population
- Strategies preventing or halting the progression of chronic injury by any etiological agent
- Treatment by medication, lifestyle interventions, liver transplantation or gene therapy

Authors are required to submit a complete electronic copy of their manuscripts, tables and figures through the online submission system: www.editorialmanager.com/annhepatol. All papers must be elaborated as specified in the "Preparation" section below.

Manuscripts are carefully evaluated by anonymous peer reviewers prior to delivery of a decision on their acceptance or rejection for publication. Submissions regarded by the Editors as incomplete or unlikely to be accepted are returned to the authors as "early rejects" without undergoing full peer review. Once authors receive the initial disposition letter on their papers, they are allowed only one resubmission, which is to be received by the journal within two weeks of the receipt of the disposition letter. Manuscripts requiring more than one revision or returned to the journal more than two weeks after receipt of the disposition letter will be treated as new submissions. All submitted materials remain in the Editorial Office.

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We look forward to receiving your manuscripts.

Arturo Panduro, MD, PhD, FAASLD Editor in Chief editorinchief@annalsofhepatology.com

Varinia B. Chacón Editorial Manager editorialmanager@annalsofhepatology.com

Types of article

Editorials

This section of the journal contains brief editorial commentaries written by either the editors or individuals they have invited as editorial authors. Commentaries should refer to one or several of the articles published in *AoH*. Alternatively, they can discuss topics of special relevance to our readership. No more than three authors are allowed and a minimum of 15 references are required per editorial. One table and/or figure can be submitted with the text and must be included as part of the word count. The length of editorials should not exceed 1,500 words (excluding the title, byline, and references).

Opinions

These essays present opinions, hypotheses or controversial issues in all areas of hepatology. Their length must not exceed 1,000 words. No tables or figures are allowed (exceptions are solely at the discretion of the editors). Opinions must include a minimum of 15 references.

Concise reviews

These articles, which refer to selected clinical and basic topics, should contain no more than 5,000 words. The number of references should not exceed 150.

Original articles

The maximum length of manuscripts describing original research initiatives is 4,000 words (excluding the references). Original articles should include no more than 50 references. Texts that are redundant or contain extraneous material will be returned for shortening, even if otherwise acceptable.

Brief reports

These submissions are reviewed as rigorously as original research items. Although they include the same sections, use the same format and follow the same guidelines, their length must not exceed 1,500 words. This type of reports is particularly useful for scientists who wish to publish time-sensitive results.

Correspondence

We welcome letters to the editor concerning articles recently published in our journal. A minimum of 15 references is required. The length of letters must not exceed 500 words.

Milestones in hepatology

This section of *AoH* includes invited or proposed articles on biographies and contributions of outstanding clinicians, researchers or mentors in the field of hepatology, with an emphasis on their impact in clinical care, teaching and/or research. Chronological timelines regarding hepatology topics or trends will also be considered. Texts should include an abstract of 250 words at the most, no more than one table and/or figure and a minimum of 15 references. The maximum length of manuscripts must not exceed 5,000 words (excluding the title, byline and references). Any photographs will be authorized by the Editor.

Education and training in hepatology

These articles, which refer to education and practices, provide novel training strategies, management flow charts and qualitative research findings concerning medical education and training interventions that have exerted a meaningful impact on the prevention, management or treatment of liver disease. A maximum of 3,000 words (excluding the title, byline, and references) and up to two illustrations (table and/or figure) are accepted. A minimum of 15 references are required.

News

This section contains information on the year-round academic and scientific activities of our affiliated associations. It is open for announcements of new staff appointments, clinical practice guidelines and consensus statements. The News section is one page long, and allows only 1 table and/or figure as well as five bibliographic references.

Practical clinical guidelines and position papers

AoH welcomes all official articles from scientific societies which present recommendations, practice guidelines, positions or reports of Consensus Conferences on relevant topics in hepatology. The main text should not exceed 6,000 words (excluding the abstract, references, tables and figures). Manuscripts should include a non-structured abstract of no more than 200 words. Authorship of the article should be attributed only to the society (societies), whose name(s) is (are) to be placed below the title. Only contributors who meet specific authorship criteria are to be listed on the title page as authors, together with their affiliations. Any other participating contributors are to be listed in an appendix at the end of the article. The methodology used to generate recommendations should be reported, as well as the levels of evidence and strength of the recommendations, if applicable. In addition to the preceding requirements, manuscripts proposed by societies within the Latin American region should include a comparative synopsis of the management of liver diseases as indicated in the national/regional guidelines vis-à-vis the specifications in international guidelines such as those established by the AASLD, EASL and APASL. Authors are encouraged to include information on the limitations of current knowledge, if applicable, and on future research needs.

Contact details for submission

You can send your manuscript at www.editorialmanager.com/annhepatol

Language

This journal is published in English language.

Submission checklist

You can use this list to carry out a final check of your submission before you send it to the

journal for review. Please check the relevant section in this Guide for Authors for more details.

Ensure that the following items are present:

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- Ensure all figure and table citations in the text match the files provided
- Indicate clearly if color should be used for any figures in print

Graphical Abstracts / Highlights files (where applicable)

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BEFORE YOU BEGIN

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on the results of the study.

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Authorship

All authors should have made substantial contributions to all of the following: (1) the conception and design of the study, or acquisition of data, or analysis and interpretation of data, (2) drafting the article or revising it critically for important intellectual content, (3) final approval of the version to be submitted.

Changes to authorship

Authors are expected to consider carefully the list and order of authors **before** submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion or rearrangement of author names in the authorship list should be made only **before** the manuscript has been accepted and only if approved by the journal Editor. To request such a change, the Editor must receive the following from the **corresponding author**: (a) the reason for the change in author list and (b) written confirmation (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed.

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Peer review

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To avoid unnecessary errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

Article structure

Subdivision - unnumbered sections

Divide your article into clearly defined sections. Each subsection is given a brief heading. Each heading should appear on its own separate line. Subsections should be used as much as possible when cross-referencing text: refer to the subsection by heading as opposed to simply 'the text'.

Introduction

State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

Material and methods

Provide sufficient details to allow the work to be reproduced by an independent researcher. Methods that are already published should be summarized, and indicated by a reference. If quoting directly from a previously published method, use quotation marks and also cite the source. Any modifications to existing methods should also be described.

Results

Results should be clear and concise.

Discussion

This should explore the significance of the results of the work, not repeat them. A combined Results and Discussion section is often appropriate. Avoid extensive citations and discussion of published literature.

Conclusions

The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

Appendices

If there is more than one appendix, they should be identified as A, B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1) and so on. Similarly for tables and figures: Table A.1; Fig. A.1, etc.

Essential title page information

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Structured abstract

A structured abstract, by means of appropriate headings, should provide the context or background for the research and should state its purpose, basic procedures (selection of study subjects or laboratory animals, observational and analytical methods), main findings (giving specific effect sizes and their statistical significance, if possible), and principal conclusions. It should emphasize new and important aspects of the study or observations.

The headings will consist of: «Introduction and Objectives», «Patients or Materials and Methods», «Results» y «Conclusions».

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Highlights should be submitted in a separate editable file in the online submission system. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters, including spaces, per bullet point).

Keywords

Immediately after the abstract, provide a maximum of 6 keywords, using British spelling and avoiding general and plural terms and multiple concepts (avoid, for example, 'and', 'of'). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. These keywords will be used for indexing purposes.

Abbreviations

Define abbreviations that are not standard in this field in a footnote to be placed on the first page of the article. Such abbreviations that are unavoidable in the abstract must be defined at their first mention there, as well as in the footnote. Ensure consistency of abbreviations throughout the article.

Acknowledgements

Collate acknowledgements in a separate section at the end of the article before the references and do not, therefore, include them on the title page, as a footnote to the title or otherwise. List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proof reading the article, etc.).

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List funding sources in this standard way to facilitate compliance to funder's requirements:

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Follow internationally accepted rules and conventions: use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.

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Please submit tables as editable text and not as images. Tables can be placed either next to the relevant text in the article, or on separate page(s) at the end. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Be sparing in the use of tables and ensure that the data presented in them do not duplicate results described elsewhere in the article. Please avoid using vertical rules and shading in table cells.

References

Citation in text

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