GUIDE FOR AUTHORS

INTRODUCTION

Anais Brasileiros de Dermatologia is the official peer-reviewed publication of the Brazilian Society of Dermatology (Sociedade Brasileira de Dermatologia - SBD) and publishes articles related to Dermatology and associated specialties. Founded in 1925, the journal has been uninterruptedly published since then. ABD follows the Ethical Guidelines of the Committee on Publication Ethics; the Code of Ethics of the American Educational Research Association; the Code of Good Scientific Practices of FAPESP; and the guidelines of the Council of Science Editors.

The journal is divided into 10 sections: Continuing Medical Education, Original Article, Dermatopathology, Review, Tropical/Infectoparasitary Dermatology, Images in Dermatology, What is your diagnosis? Research Letter, Case Letter and Correspondence. Contributions can be sent to our electronic submission system: https://www.editorialmanager.com/abd/, in accordance with the Guidelines and Specifications described below.

Types of article

Manuscripts must be submitted through the online submission system, according to instructions. The font used should be Times New Roman, size 12.

The journal publishes articles classified into the following categories:

• Continuing Medical Education

Articles written by invitation, aiming at updating the readers' knowledge. Uninvited authors who are interested in collaborating with this section should contact the Editorial Team before submitting their work, to discuss interest, feasibility and to receive detailed information about this type of article.

The manuscript must have a maximum of 10,000 words and 12 illustrations. It is mandatory to provide updated bibliographic references, and a maximum of 50 references is suggested. It is recommended to divide the manuscript into sections, for instance: Introduction, Background; Epidemiology; Etiopathogenesis; Clinical Aspects; Classification; Clinical, Laboratory and Differential Diagnosis; Evolution; Prognosis; Treatment. The abstract must have a maximum of 250 words.

• Original article

The following types of articles, not previously published, will be considered for this section: randomized clinical trials; cohort studies; case-control studies; cross-sectional studies; prevalence, incidence; accuracy; cost-effectiveness studies; series of cases (minimum number depending on the disease under study); studies on the pathophysiology of diseases and/or nosologic associations, studies on diagnostic and prognostic tests, basic research in dermatology (translational research) and systematic reviews with or without meta-analysis.

The manuscript must have a maximum of 6,000 words, 40 references and 10 illustrations. The article must be structured into the following sections: Introduction, Methods, Results, Discussion and Conclusion. The abstract must be structured into the following sections: Background (current state of knowledge); Objective; Methods; Results; Study limitations and Conclusions (with a precise level of clinical statistics significance, to prevent speculations). The abstract must have a maximum of 250 words.

The articles must follow the specific recommendations for each type of study:

- Randomized clinical trials: CONSORT;
- Systematic review with or without meta-analysis: PRISMA;
- Observational studies: PROBE;
- Case series report: CARE.

Specifications for different types of studies not described above are available at the EQUATOR Network website.

Clinical trials must be registered in a public database, of which options are listed on the website of the International Committee of Medical Journal Editors. Examples are: Brazilian Registry of Clinical Trials (Registro Brasileiro de Ensaios Clinicos ReBEC and ClinicalTrials.gov). The registration number must be informed in the submission archives.

Systematic reviews must also be registered with the international Prospective Register of Systematic Reviews PROSPERO or similar database. The registration number must also be informed in the submission archives.

• Dermatopathology

Manuscripts that highlight important dermatopathological aspects.
The manuscript must have a maximum of 1,000 words, 10 references and 5 illustrations. It supports plain or structured text, according to the manuscript format. The abstract must have a maximum of 150 words.

• **Review**
  This article is written by invitation, by professionals with acknowledged experience. It aims to perform an in-depth analysis of the current state of knowledge on topics of clinical relevance, with emphasis on aspects such as the cause and prevention of dermatological diseases, their diagnosis, treatment and prognosis. It should preferably include critical analyses of the literature.
  The article must have a maximum of 10,000 words and 10 illustrations. A maximum of 50 references are suggested, which must be recent. The abstract must have a maximum of 250 words.

• **Tropical/Infectoparasitary Dermatology**
  Manuscripts on infectious and parasitic diseases with cutaneous implications, including leprosy, cutaneous leishmaniasis, sexually transmitted infections and AIDS, among others. They must be documented through clinical, histopathological or other complementary exam images. This section comprises relevant clinical cases, epidemiological notes and investigation studies in this area of knowledge.
  The manuscript must have a maximum of 500 words (when not divided into sections) or 750 words (when divided into sections and in the investigation format), 10 references and 4 illustrations. The abstract must have a maximum of 150 words.

• **Images in Dermatology**
  Images that are relevant to the diagnosis and treatment of dermatoses, as well as that allow the description of new technologies (Dermoscopy, Confocal Laser Microscopy, Radiological Images, etc.) of interest to the dermatologist.
  The manuscript must have a maximum of 800 words, 10 references and 5 illustrations and must be structured in these sections: Case Report; Discussion. The abstract must have a maximum of 150 words.

• **What is your Diagnosis?**
  Report of a single case, of unquestionable interest, whose final diagnosis is questioned. The report comprises: Case Report, Diagnostic Hypotheses, Discussion and References. The title should be descriptive, without informing the diagnosis. Four diagnostic hypotheses must be suggested, with one of them being the actual diagnosis.
  The manuscript must have a maximum of 500 words, 10 references and 4 illustrations. The abstract must have a maximum of 150 words.

• **Letters**
  This section is destined to a faster publication of brief communications from simpler studies that include:
  a) Case letters: brief case reports, therapeutic outcomes or new adverse drug reactions. Maximum of 500 words, 5 references and 3 illustrations.
  b) Research letters: less complex investigation studies, such as a small series of cases, disclosure of preliminary results from original researches and initial reports of therapeutic trials. Maximum of 1,000 words, 10 references and 4 illustrations.
  Must not be divided into sections neither include an abstract.

• **Correspondence**
  This section admits comments, opinions or answers to questions arising from articles published in this journal, up to two previous numbers, whose text must be continuous and not exceed 400 words.
  Maximum of 5 references and 2 illustrations.
  Must not be divided into sections neither include an abstract.

• **Special Article**
  Articles written by invitation only, on specific topics, such as: guidelines, consensuses, protocols and similar; issues related to scientific publications; epidemiology and biostatistics applied to dermatology; photographic or imaging technique approach; memory with a historical approach to
topics of dermatological interest, such as celebration of important events in the development of medicine or dermatology; biographies; obituaries and, tributes to relevant personalities of national and international dermatology.

The specifications of the manuscript, such as structure and number of authors, will be defined according to the type of article, upon the invitation.

**Language**
The manuscripts must be sent in Portuguese by Portuguese speakers and in English by foreigner authors.

**Authorship**
All authors must inform their substantial contribution with the following options: (1) the study concept and design; (2) data collection, or analysis and interpretation of data; (3) statistical analysis; (4) writing of the manuscript or critical review of important intellectual content; (5) data collection, analysis and interpretation; (6) effective participation in the research guidance; (7) intellectual participation in the propaedeutic and/or therapeutic conduct of the studied cases; (8) critical review of the literature; (9) final approval of the final version of the manuscript.

**Number of authors according to sections:**
- Original Articles ? no limit on the number of authors.
- What is your diagnosis?, Images in Dermatology, Letter/Case Letter, Correspondence ? maximum of 4 authors.
- Special Articles ? discussion and definition according to the type of article, upon invitation.

**Illustrations**
Each Illustration must have a maximum of 2 composite figures.

**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:

One author has been designated as the corresponding author with contact details:
- E-mail address
- Full postal address

All necessary files have been uploaded:

**Manuscript:**
- Include keywords
- All figures (include relevant captions)
- All tables (including titles, description, footnotes)
- 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)
**Supplemental files** (where applicable)

Further considerations
- Manuscript has been 'spell checked' and 'grammar checked'
- All references mentioned in the Reference List are cited in the text, and vice versa
- Permission has been obtained for use of copyrighted material from other sources (including the Internet)
- A competing interests statement is provided, even if the authors have no competing interests to declare
- Journal policies detailed in this guide have been reviewed
- Referee suggestions and contact details provided, based on journal requirements

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All documents, such as Consent of Use for Publication, Conflict of Interest, Disclosure Form, Authorization for Publication of Photographs, and Participation in the Study are available on the journal website. These documents must be signed by all of the participating authors and attached when the article is submitted through the system. Authorization for publication of photographs is only necessary when the face of the patient is completely identified.

**BEFORE YOU BEGIN**

**Research Ethics, Informed Consent and Patient Details**

Studies on patients or volunteers require the Informed Consent form and approval from the institution's Research Ethics Committee or relevant. The number of the research approval protocol by the Research Ethics Committee must be documented in the paper. Appropriate consents, permissions and releases must be obtained whenever an author wishes to include case details, personal information or images of patients and any other individuals in an Elsevier publication. Written consent must be retained by the author but not be sent to the journal. When there is a photograph revealing the face and allowing the patient's identification, it is necessary to send the patient's consent document, when submitting the article, establishing the use of the photograph for scientific purposes. The author must provide copies of the consents or evidence that such consents were obtained only if specifically requested by the journal in exceptional circumstances (for instance, if a legal issue arises). For more information, see the Elsevier Policy on the Use of Images or Personal Information of Patients or Other Individuals (https://www.elsevier.com/about/policies/patient-consent). Unless you have written permission from the patient (or, where applicable, from close relatives), any patient's personal information included in any part of the article and in any supplementary material (including all illustrations and videos) must be removed before being sent.

**Studies in humans and animals**

If the work involves the use of human subjects, the author should ensure that the work described has been carried out in accordance with The Code of Ethics of the World Medical Association (Declaration of Helsinki) for experiments involving humans. The manuscript should be in line with the Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals and aim for the inclusion of representative human populations (sex, age and ethnicity) as per those recommendations. The terms sex and gender should be used correctly.

Authors should include a statement in the manuscript that informed consent was obtained for experimentation with human subjects. The privacy rights of human subjects must always be observed.

All animal experiments should comply with the ARRIVE guidelines and should be carried out in accordance with the U.K. Animals (Scientific Procedures) Act, 1986 and associated guidelines, EU Directive 2010/63/EU for animal experiments, or the National Institutes of Health guide for the care and use of Laboratory animals (NIH Publications No. 8023, revised 1978) and the authors should clearly indicate in the manuscript that such guidelines have been followed. The sex of animals must be indicated, and where appropriate, the influence (or association) of sex on the results of the study.

**Declaration of competing interest**

All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential conflicts of interest include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Authors should complete the declaration of competing interest statement using this template and upload to the submission system at the Attach/Upload Files step. **Note: Please do not convert the .docx template to another file type. Author signatures are not required.** If there are no interests to declare, please choose the first option in the template. This statement will be published within the article if accepted. More information.

**Submission declaration and verification**

Submission of an article implies that the work described has not been published previously (except in the form of an abstract, a published lecture or academic thesis, see ’Multiple, redundant or concurrent publication’ for more information), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in English or in any other language, including electronically without the written consent of the copyright-holder. To verify originality, your article may be checked by the originality detection service Crossref Similarity Check.
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**Contributors**
Each author is required to declare his or her individual contribution to the article: all authors must have materially participated in the research and/or article preparation, so roles for all authors should be described. The statement that all authors have approved the final article should be true and included in the disclosure.

**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. Only in exceptional circumstances will the Editor consider the addition, deletion or rearrangement of authors after the manuscript has been accepted. While the Editor considers the request, publication of the manuscript will be suspended. If the manuscript has already been published in an online issue, any requests approved by the Editor will result in a corrigendum.

**Registration of clinical trials**
Registration in a public trials registry is a condition for publication of clinical trials in this journal in accordance with International Committee of Medical Journal Editors recommendations. Trials must register at or before the onset of patient enrolment. The clinical trial registration number should be included at the end of the abstract of the article. A clinical trial is defined as any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects of health outcomes. Health-related interventions include any intervention used to modify a biomedical or health-related outcome (for example drugs, surgical procedures, devices, behavioural treatments, dietary interventions, and process-of-care changes). Health outcomes include any biomedical or health-related measures obtained in patients or participants, including pharmacokinetic measures and adverse events. Purely observational studies (those in which the assignment of the medical intervention is not at the discretion of the investigator) will not require registration.

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**PREPARATION**

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**Use of word processing software**
It is important that the file be saved in the native format of the word processor used. The text should be in single-column format. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. In particular, do not use the word processor's options to justify text or to hyphenate words. However, do use bold face, italics, subscripts, superscripts etc. When preparing tables, if you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the Guide to Publishing with Elsevier). Note that source files of figures, tables and text graphics will be required whether or not you embed your figures in the text. See also the section on Electronic artwork.

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

**Article structure**
Please check the "Types of paper" section for more information on the structure of each article type published by Anais Brasileiros de Dermatologia.
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'.

Essential title page information
• Title. Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.
• Author names and affiliations, including ORCID iD. Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled. You can add your name between parentheses in your own script behind the English transliteration. Present the authors’ affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript letter immediately after the author’s name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author. The e-mail address and ORCID iD of each one of the authors must be inserted in the submission system. If an author does not have an ORCID iD, it can be registered at https://orcid.org/register.
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• Authors’ contributions. Each author must inform an accurate and detailed description of their diverse contributions to the published work. Please check the ?Authorship? section.

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. Please check the “Types of paper” section for more information on abstract's parameters for each article type.

Keywords
Immediately after the abstract, provide a maximum of 7 keywords, 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. Please choose keywords that are included in the Medical Subject Headings (MeSH), of Index Medicus, available at www.nlm.nih.gov/mesh or in the Descriptors in Health Sciences (DeCS), of Bireme, available at the URL http://decs.bvs.br.

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.). You will need to send a document of agreement signed by the acknowledged person.

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

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If no funding has been provided for the research, please include the following sentence:

This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.

**Units**

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

**Footnotes**

Footnotes should be used sparingly. Number them consecutively throughout the article. Many word processors can build footnotes into the text, and this feature may be used. Otherwise, please indicate the position of footnotes in the text and list the footnotes themselves separately at the end of the article. Do not include footnotes in the Reference list.

**Artwork**

**Image manipulation**

Whilst it is accepted that authors sometimes need to manipulate images for clarity, manipulation for purposes of deception or fraud will be seen as scientific ethical abuse and will be dealt with accordingly. For graphical images, this journal is applying the following policy: no specific feature within an image may be enhanced, obscured, moved, removed, or introduced. Adjustments of brightness, contrast, or color balance are acceptable if and as long as they do not obscure or eliminate any information present in the original. Nonlinear adjustments (e.g. changes to gamma settings) must be disclosed in the figure legend.

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**General points**

- Make sure you use uniform lettering and sizing of your original artwork.
- Embed the used fonts if the application provides that option.
- Aim to use the following fonts in your illustrations: Arial, Courier, Times New Roman, Symbol, or use fonts that look similar.
- Number the illustrations according to their sequence in the text.
- Use a logical naming convention for your artwork files.
- Provide captions to illustrations separately.
- Size the illustrations close to the desired dimensions of the published version.
- Submit each illustration as a separate file.
- Ensure that color images are accessible to all, including those with impaired color vision.

A detailed guide on electronic artwork is available.

**You are urged to visit this site; some excerpts from the detailed information are given here.**

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**EPS (or PDF):** Vector drawings, embed all used fonts.
**TIFF (or JPEG):** Color or grayscale photographs (halftones), keep to a minimum of 300 dpi.
**TIFF (or JPEG):** Bitmapped (pure black & white pixels) line drawings, keep to a minimum of 1000 dpi.
**TIFF (or JPEG):** Combinations bitmapped line/half-tone (color or grayscale), keep to a minimum of 500 dpi.

**Please do not:**

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- Supply files that are too low in resolution;
- Submit graphics that are disproportionately large for the content.
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Please make sure that artwork files are in an acceptable format (TIFF (or JPEG), EPS (or PDF) or MS Office files) and with the correct resolution. If, together with your accepted article, you submit usable color figures then Elsevier will ensure, at no additional charge, that these figures will appear in color online (e.g., ScienceDirect and other sites) regardless of whether or not these illustrations are reproduced in color in the printed version. **Further information on the preparation of electronic artwork.**

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Ensure that each illustration has a caption. Supply captions separately, not attached to the figure. A caption should comprise a brief title (not on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

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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**
Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Any references cited in the abstract must be given in full. Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. If these references are included in the reference list they should follow the standard reference style of the journal and should include a substitution of the publication date with either 'Unpublished results' or 'Personal communication'. Citation of a reference as 'in press' implies that the item has been accepted for publication.

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**Web references**
As a minimum, the full URL should be given and the date when the reference was last accessed. Any further information, if known (DOI, author names, dates, reference to a source publication, etc.), should also be given. Web references can be listed separately (e.g., after the reference list) under a different heading if desired, or can be included in the reference list.

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Reference style
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List: Number the references in the list in the order in which they appear in the text.
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Reference to a journal publication:
Reference to a journal publication with an article number:
Reference to a book:
Reference to a chapter in an edited book:
Reference to a website:
Reference to a dataset:
Note shortened form for last page number. e.g., 51–9, and that for more than 6 authors the first 6 should be listed followed by 'et al.' For further details you are referred to 'Uniform Requirements for Manuscripts submitted to Biomedical Journals' (J Am Med Assoc 1997;277:927–34)(see also Samples of Formatted References).

Journal abbreviations source
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