



# Actas Dermo-Sifiliográficas

AUTHORS INFORMATION PACK

## GUIDE FOR AUTHORS

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### INTRODUCTION

Actas Dermo-Sifiliográficas is the official publication of the Spanish Academy of Dermatology and Venereology (AEDV). Founded by Juan de Azúa in 1909, it is the longest-standing monthly Spanish medical journal. The journal is dedicated to articles on scientific research and continuing education with subjects related to medical-surgical dermatology and venereology. The journal is published in Spanish in its printed version and in Spanish and English in its on-line edition.

We suggest that articles by Spanish authors should comply with the general criteria of Law 14/2007, from 3rd July, for biomedical research (BOE n 159), which protects the rights of individuals who are subjects of research. Clinical assays should be registered with public databases prior to their initiation and patient recruitment, and only after approval of the institutional or regional Clinical Research Ethics Committee. The authors should provide the archive number and database where the assay is registered. For all clinical assays that initiate patient recruitment as of 1 January 2017, registration in public databases will be mandatory. Assays with patient recruitment prior to this date may still be submitted to the Journal for evaluation without this archive number and database.

### *Types of article*

**Originals.** This section includes original works of clinical and basic research. The recommended designs are experimental studies (clinical trials), analytic observational (case-control and cohorts) or descriptive ones (cross-sectional). To elaborate the clinical trials, the CONSORT standards, available under <http://www.stard-statement.org/> must be followed, the STARD initiative for diagnostic tests, available under <http://www.stard-statement.org/> and for observational studies the STROBE guidelines available under <http://www.strobe-statement.org/>. For single-centre studies, it is recommended not to exceed the number of 6 signatories. When multicentre studies more authors might be considered. The maximum word count is 2500 words (excluding the title page, the abstract, the references, the tables and the figure legends. Up to 30 references, 6 figures and 6 tables will be accepted). An abstract of up to 250 words and keywords should be included; this abstract will be structured in the following sections: background and aims, materials and method, results, conclusions. A Spanish translation of the abstract and keywords is required. These requirements may only be changed in exceptional situations and with prior permission from the Editor. Only for online publishing, it is recommended that authors submit all tables, figures and methodology that are not essential for understanding the study but that are useful for replicating the study or for a more thorough reading of it. The manuscript should be structured into sections.

**Brief Communications.** This section is meant for papers with short patient series or long series that validate the results of other previous papers, as well as brief research papers signed by a maximum of 6 authors. In the case of a study, the paper must follow the recommendations

on style and design of the original articles. It should include an unstructured abstract of a maximum 150 words and keywords. A Spanish translation of the abstract and keywords is required. The maximum text length must be 1,500 words (excluding the title page, the abstract, the references, the tables and the figure legends), Up to 2 figures and/or tables and a maximum of 20 references will be accepted. The manuscript must be structured to include the following main headings: a) abstract (summary of most relevant findings); b) text with sequential sections: introduction, clinical cases/patients and method, results, discussion, and c) references. As noted for the original papers, we recommend only for online publishing, that authors submit all tables, figures and methodology that are not essential for understanding the study but that are useful for replicating the study or for a more thorough reading of it. This section will appear in the electronic version of *Actas Dermo-Sifiliográficas*.

**Images in Dermatology.** To be considered for publication, images must be high quality originals that reflect the clinical characteristics of dermatological diseases or the results of additional tests in dermatology and have significant teaching value (either due to their uniqueness or visual impact), which must be noted in the accompanying text. The image presented must be unique, although it may be composed of up to 2 photographs and shall be accompanied by a legend no longer than 200 words, with no associated references or abstract. The title should be brief (no more than 10 words), and it is recommended that no more than 3 authors be included. The images will be published only in electronic format at the discretion of the Journal's Editorial Committee.

**Cases for diagnosis.** These manuscripts should include original clinical cases that have not been published previously in another journal. One to 3 authors will be allowed. Do not include an abstract keywords. These manuscripts should include: 1. *A first part (case presentation) maximum length of the text is 200 words.* This part should contain the following: a) the case history; b) physical examination; c) histopathology (that describes the histologic findings but does not give conclusive information about the diagnosis); d) complementary tests; e) a maximum of 3 colour figures of highest-quality: these might be clinical, histologic, dermatoscopic..., with no figure captions (their meaning should be described in the text). 2. *Second part (diagnosis and comments).* Maximum length of the text is 450 words, excluding references. This part should include: a) the diagnosis; b) course and treatment (of the patient presented); c) comments (on the reference disease, the case presented, and the differential diagnosis); d) references (up to 6 references).

**Case and Research Letters.** This section is meant for the publication of brief reports on studies or clinical cases. They shall be signed by a maximum of 4 authors. The text shall have a maximum length of 800 words. Do not include an abstract keywords. Up to 3 figures and/or tables will be admitted. Maximum number of references will be 10.

**Letters to the editor.** This Section is for publishing critical opinions, agreements, praise or any other type of observation regarding articles published in the journal. This section can also be used for suggestions, criticism, or comments about any formal aspect or content of the issue of *Actas Dermo-Sifiliográficas*. Letters shall be signed by a maximum of 4 authors. Do not include an abstract keywords. The maximum length of text allowed is 800 words and might content up to 3 figures and/or tables. Maximum number of references will be 10.

**Opinion article.** It includes the opinion of one or two authors on a subject of his/her specialty, giving his/her personal thoughts on it, with the possibility of referring to related publications. Maximum length of the text, usually without sections, will be 2500 words, not including the references (up to 20). Key words have to be included but no abstract. A Spanish translation of the keywords is required. Maximum of 2 table/figures can be added

**Review.** The aim is to update a topic of dermatological importance, reviewing it in depth based on the updated quality scientific evidence. The work should be signed by a maximum of 3 authors. The length of the text shall not exceed 3,500 words (excluding the title page, the abstract, the references, the tables and the figure legends), 8 tables/figures and a maximum of 100 references. Includes an unstructured abstract with a maximum 150 words and keywords. A Spanish translation of the abstract and keywords is required. The reviews will be conducted at the express request of the Journal's Editorial Committee or by a previous request from the author to the director ([ad@elsevier.com](mailto:ad@elsevier.com)) and will be subjected to a peer review. Reviews that include recommendations on procedures and/or preventive, diagnostic and/or therapeutic techniques shall include the level of evidence and degree of recommendation following the SIGN, Oxford or NICE classification systems. As well as general reviews, the journal *Actas Dermo-Sifiliográficas* publishes reviews on issues related to clinical practice, controversies and developments, with the following standards for authors.

**Practical dermatology.** A review article on a topic with an eminently practical approach. Avoid an extensively long development of the work, orienting the subject towards recommendations for the daily clinical practice. Signed by a maximum of 3 authors. Length of the text shall not exceed 2500 words (excluding the title page, the abstract, the references, the tables, and the figure captions). Non-structured abstract (up to 150 words) and keywords are included. A Spanish translation of the abstract and keywords is required. The use of figures, graphics, tables, or algorithms (not more than 8) is recommended in order to facilitate the understanding of the topic. Maximum number of references will be 50. These articles are commissioned expressly by the Editor-in-Chief or by prior request of the author to the Editor ([ad@elsevier.com](mailto:ad@elsevier.com)) and will be subjected to peer review. The level of evidence of the recommendations as described for general reviews will be included.

**Controversies in dermatology.** These are review articles on a topic that has some controversial aspects. The author should give some personal criteria and cover the different positions found in the literature. The text will be signed by a maximum of 3 authors and the extent shall not exceed 2,500 words (excluding the title page, the abstract, the references, the tables, and the figure captions). A non-structured abstract (up to 150 words) and key words shall be included. A Spanish translation of the abstract and keywords is required. The use of figures or tables (not more than 6) is recommended if they facilitate the understanding of the topic; up to 30 references are allowed. These articles are commissioned expressly by the Editor-in-Chief or by prior request of the author to the Editor ([ad@elsevier.com](mailto:ad@elsevier.com)) and will be subjected to peer review.

**Novelties in Dermatology.** These are articles in which a subject of great current interest is reviewed and briefly commented on. The text will be signed by a maximum of 3 authors. Maximum length should be up to 2,500 words (excluding the title page, abstract, references, tables, and figure captions). Include a non-structured abstract (maximum 150 words) and key words. A Spanish translation of the abstract and keywords is required. Up to 6 tables/figures and 30 references can be included. These articles are commissioned expressly by the Editor-in-Chief or by prior request of the author to the Editor ([ad@elsevier.com](mailto:ad@elsevier.com)) and will be subjected to peer review.

**Consensus statements.** These articles cover the content of consensus statements, recommendations, and therapeutic or diagnostic guidelines drafted by a working group or a scientific society. The text will not exceed 2,500 words. A non-structured abstract (up to 150 words) and key words are included. Up to 8 tables/figures and 100 references can be included. Levels of evidence and recommendation grades according to current international guidelines have to be included.

**History and humanities in dermatology.** These are review articles on the history or humanities related to dermatology and venereology. A maximum length up to will be 1,500 words without abstract nor keywords. We admit no more than 3 authors, 3 figures/tables and 10 references. These articles are commissioned expressly by the Editor-in-Chief or by prior request of the author to the Editor ([ad@elsevier.com](mailto:ad@elsevier.com)) and will be subjected to peer review.

**Practical Dermoscopy.** This Section is dedicated to the publication of clinical-dermatoscopic cases. Includes clinical cases whose clinical diagnosis is difficult and in which dermoscopy provides the diagnostic key. Text signed by no more than 3 authors. Do not include an abstract. The practical dermoscopy should include the following sections: 1. Case problem presentation along with two clinical imaging study, brief descriptive text (up to 50 words) not including the diagnostic. 2. Dermoscopic images presentation: two dermoscopic images should be accompanied by the question "What is the diagnosis?". 3. Comment: should be no longer than 400 words, excluding the references. It will include dermoscopic feature description emphasizing the differential diagnosis keys. Maximum number of references allowed is 6.

**Videos of Surgical Procedures in Dermatology.** This section is focused on the use of innovative surgical techniques and modifications of existing ones for the resolution of clinical cases as well as the use of known surgical techniques to solve clinical complex cases. Videos will be signed by a maximum of 4 authors. A text of no more than 800 words (excluding title page, references, tables and figure captions) shall be attached to the video. Do not include abstract nor keywords. Figures and tables (maximum 3 figures and / or tables) should be embedded in the video stream. References (no more than 5) shall be included at the end of the manuscript and video stream. The manuscript should be structured into the following sections: introduction, surgical technique description, indications/contraindications, complications, conclusions and references. The link to the video will be placed at the foot of the manuscript. Video lasts up to 10 minutes. Surgical video will show complete surgery procedure from baseline to final outcome. It is recommended to include video footage or images of final postsurgical outcomes medium- to long term. To improve the understanding of the procedure described, short and clear commentaries (audio or subtitles) should be incorporated into the video file. Submit videos according to the following acceptable file formats .mov, .wmv, .mpg, .mpeg, .mp4 or .avi, and maximum file size of 50 MB. Verify that the videos are viewable in QuickTime® or Windows Media Player ®. Editorial board of *Actas Dermo-Sifiliográficas* reserves the right to edit videos according to editorial line the journal. Accepted videos will be posted for viewing via streaming on the site of *Actas Dermo-Sifiliográficas* and its manuscript will be published in the print version of the journal.

**Resident's Forum.** This section is aimed at collecting short bibliographic reviews written by Dermatology Medical-Surgical and Venereology resident physicians who are aspiring academics to the Spanish Academy of Dermatology and Venereology (AEDV). Each review will cover or a subject considered to be of maximum interest and current, or a paper recently published on an impact journal, in which new and relevant information about aetiology and/or disease physiopathology, new diagnostic techniques and/or treatments. The text will be signed by a maximum of 3 authors, (of them, only one specialist in Dermatology is allowed). The manuscript title must include the prefix "FR-" followed by the review subject. Do not include a summary. Do not include an abstract, include key words. A Spanish translation of the keywords is required. Maximum length of the text permitted is 500 words. In exceptional cases, a maximum of 1 figure and/or table could be included. The bibliography should include up to 5 references of articles published in PubMed indexed journals in relation with the subject of the original article commented.

**Supplements.** The aim of the supplements is to provide more detailed information on a

monographic subject. The supplements will have a Coordinator and different authors who will collaborate in drafting the corresponding articles. These articles will be reviewed in the same way as regular articles. These articles are commissioned expressly by the Editor-in-Chief or by prior request of the coordinator to the Editor ([ad@elsevier.com](mailto:ad@elsevier.com)). Funding is required for the publication of these supplements. They must follow the same publication guidelines as *Actas Dermo-Sifiliográficas*.

### Contact details for submission

All manuscripts must be submitted online through the *Actas Dermo-Sifiliográficas* EM Web site at <https://www.editorialmanager.com/ad>

### Language

This journal is published in Spanish and 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:

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
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## BEFORE YOU BEGIN

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Please see our information pages on [Ethics in publishing](#) and [Ethical guidelines for journal publication](#).

## **Human and animal rights**

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 and explicitly state it in the section Methods. The manuscript should be in line with the [Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals](#), of the ICMJ 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 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 competing interests include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Authors must disclose any interests in two places: 1. A summary declaration of interest statement in the title page file (if double-blind) or the manuscript file (if single-blind). If there are no interests to declare then please state this: 'Declarations of interest: none'. This summary statement will be ultimately published if the article is accepted. 2. Detailed disclosures as part of a separate Declaration of Interest form, which forms part of the journal's official records. It is important for potential interests to be declared in both places and that the information matches. [More information](#).

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Submission of an article implies that the work described has not been published previously (except in the form of an abstract or as part of a published lecture or academic thesis, see '[Multiple, redundant or concurrent publication](#)' section of our ethics policy 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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## **Use of inclusive language**

Inclusive language acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Articles should make no assumptions about the beliefs or commitments of any reader, should contain nothing which might imply that one individual is superior to another on the grounds of race, sex, culture or any other characteristic, and should use inclusive language throughout. Authors should ensure that writing is free from bias, for instance by using 'he or she', 'his/her' instead of 'he' or 'his', and by making use of job titles that are free of stereotyping (e.g. 'chairperson' instead of 'chairman' and 'flight attendant' instead of 'stewardess').

## **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.

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.

## **Clinical trial results**

In line with the position of the International Committee of Medical Journal Editors, the journal will not consider results posted in the same clinical trials registry in which primary registration resides to be prior publication if the results posted are presented in the form of a brief structured (less than 500 words) abstract or table. However, divulging results in other circumstances (e.g., investors' meetings) is discouraged and may jeopardise consideration of the manuscript. Authors should fully disclose all posting in registries of results of the same or closely related work.

## **Reporting clinical trials**

Randomized controlled trials should be presented according to the CONSORT guidelines. At manuscript submission, authors must provide the CONSORT checklist accompanied by a flow diagram that illustrates the progress of patients through the trial, including recruitment, enrollment, randomization, withdrawal and completion, and a detailed description of the randomization procedure. The [CONSORT checklist and template flow diagram](#) are available online.

### *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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## *Language (usage and editing services)*

Please write your text in good English (American or British usage is accepted, but not a mixture of these). Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English may wish to use the [English Language Editing service](#) available from Elsevier's Author Services.

## ***Informed consent and patient details***

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## ***Submission***

Our online submission system guides you stepwise through the process of entering your article details and uploading your files. The system converts your article files to a single PDF file used in the peer-review process. Editable files (e.g., Word, LaTeX) are required to typeset your article for final publication. All correspondence, including notification of the Editor's decision and requests for revision, is sent by e-mail.

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Please submit the names and institutional e-mail addresses of several potential referees. For more details, visit our [Support site](#). Note that the editor retains the sole right to decide whether or not the suggested reviewers are used.

## **PREPARATION**

### ***Peer review***

This journal operates a double blind review process. All contributions will be initially assessed by the editor for suitability for the journal. Papers deemed suitable are then typically sent to a minimum of two independent expert reviewers to assess the scientific quality of the paper. The

Editor is responsible for the final decision regarding acceptance or rejection of articles. The Editor's decision is final. [More information on types of peer review](#).

### **Double-blind review**

This journal uses double-blind review, which means the identities of the authors are concealed from the reviewers, and vice versa. [More information](#) is available on our website. To facilitate this, please include the following separately:

*Title page (with author details):* This should include the title, authors' names affiliations, acknowledgements and any Declaration of Interest statement, and a complete address for the corresponding author including an e-mail address.

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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**

#### ***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 of an existing method should also be described. According with the paper presented, to include the sections described in CONSORT, STROBE and STANDARD is fundamental. We advise to detail in the supplementary material those methodological aspects that are not essential for understanding the work.

## *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**

- **Title.** Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.
- **Author names and affiliations.** 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.
- **Corresponding author.** Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. This responsibility includes answering any future queries about Methodology and Materials. **Ensure that the e-mail address is given and that contact details are kept up to date by the corresponding author.**
- **Present/permanent address.** If an author has moved since the work described in the article was done, or was visiting at the time, a 'Present address' (or 'Permanent address') may be indicated as a footnote to that author's name. The address at which the author actually did the work must be retained as the main, affiliation address. Superscript Arabic numerals are used for such footnotes.

## **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.

## *Graphical abstract*

Although a graphical abstract is optional, its use is encouraged as it draws more attention to the online article. The graphical abstract should summarize the contents of the article in a concise,

pictorial form designed to capture the attention of a wide readership. Graphical abstracts should be submitted as a separate file in the online submission system. Image size: Please provide an image with a minimum of 531 × 1328 pixels (h × w) or proportionally more. The image should be readable at a size of 5 × 13 cm using a regular screen resolution of 96 dpi. Preferred file types: TIFF, EPS, PDF or MS Office files. You can view [Example Graphical Abstracts](#) on our information site.

Authors can make use of Elsevier's Illustration and Enhancement service to ensure the best presentation of their images and in accordance with all technical requirements: [Illustration Service](#).

### *Highlights*

Highlights are a short collection of bullet points that convey the core findings of the article. Highlights are optional and 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). You can view [example Highlights](#) on our information site.

### **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.

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