

# Instructions to Authors

## Legal requirements

The author(s) guarantee(s) that the manuscript will not be published elsewhere in any language without the consent of the copyright owners, that the rights of third parties will not be violated, and that the publisher will not be held legally responsible should there be any claims for compensation.

Authors wishing to include figures or text passages that have already been published elsewhere are required to obtain permission from the copyright owner(s) and to include evidence that such permission has been granted when submitting their papers. Any material received without such evidence will be assumed to originate from the authors.

Manuscripts must be accompanied by the "Copyright Transfer Statement". Manuscripts submitted for publication must contain a statement to the effect that all human studies have been approved by the appropriate ethics committee and have therefore been performed in accordance with the ethical standards laid down in the 1964 Declaration of Helsinki. It should also be stated clearly in the text that all persons gave their informed consent prior to their inclusion in the study. Details that might disclose the identity of the subjects under study should be omitted.

The editors reserve the right to reject manuscripts that do not comply with the above-mentioned requirements. The author will be held responsible for false statements or failure to fulfill the above-mentioned requirements.

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## Editorial Procedure

Manuscripts must be submitted in English. The Editorial Committee will acknowledge receipt of submissions and give notice of acceptance. Should changes be suggested, authors should return the new version, along with a covering letter explaining all revisions made, particularly those suggested by the editors or referees. Correspondence between the journal and the authors will be sent by e-mail. Manuscripts must be sent preferentially electronically. Submissions must include a covering letter indicating the section the paper is intended for. The letter should state clearly that the work has never been published nor is under consideration elsewhere, that all authors agree with its content, and agree to transfer the copyright to FESEO if accepted for publication. If material is being reproduced in the text, the necessary authorisations must accompany submission, particularly if the manuscript has been commissioned.

Should some authors prefer postal mail for their submissions, hard copies of manuscripts can be sent to: Editor, CLINICAL AND TRANSLATIONAL ONCOLOGY, c/ Barquillo 11, 2.º Ofic. 6, 28004

Madrid (Spain). All material should be enclosed in strong, protective envelopes.

CLINICAL AND TRANSLATIONAL ONCOLOGY would consider for publication manuscripts related to oncology and its subspecialties with special attention to translational oncology. The journal's main sections are as follows:

**Review Articles.** Review articles must discuss the current status of a topic from a critical perspective and then enlarge upon the subject. The editorial board may request an expert in a specific field to author a review, although unsolicited manuscripts are also considered. The same evaluation process and criteria applied to original research are applied to reviews. Review manuscripts should be no longer than 5,000 words, with a maximum of six figures or tables and 100 references. The abstract should be no longer than 150 words.

**Research Articles.** Articles report on research on the molecular and cellular bases of disease, etiology, pathophysiology, pathology, epidemiology, clinical features, and the diagnosis, prognosis and treatment of cancer. Manuscripts submitted must contain original research that has never been published elsewhere, either fully or partially, except as summaries of fewer than 400 words for congresses or posters. Retrospective descriptions will not be accepted without statistical analysis. The recommended maximum length of original research articles is 3,000 words, with up to six figures or tables and 30 references. Abstracts should be no longer than 250 words. CONSORT guidelines for controlled clinical trials must be followed. Available from: <http://www.consort-statement.org>

**Brief Research Articles.** Brief articles include studies whose special characteristics (e.g., small series with a limited number of observations, research with highly specific objectives and results, and descriptive epidemiological studies) make a shorter format and rapid publication appropriate. Preliminary studies that are sound and complete, and whose rapid publication is of significant interest to specialists, may also be submitted as brief research articles. Each manuscript should be structured, contain subsections as in full research articles, and must be no longer than 1,500 words with no more than four illustrations. Abstracts should be no longer than 150 words.

**Case reports.** Papers describing one or two clinical cases will be published in this section. Case reports should not be longer than 1000 words with maximum of two figures or tables and ten references, and must include a brief summary of less than 60 words. No more than six authors may sign.

**Correspondence.** Preference will be given to letters discussing articles published within the past three months, giving opinions, comments or brief summaries of related experiences. Also this section may consider for publication short reports on clinical experiences, novel findings, and technical comments of high impact that can be reported in this format. Letters may not be longer than 800 words.

**Other sections.** The journal contains other sections such as Editorials, Special Articles, or Educational Series, for which papers are solicited by the editorial board. Authors who wish to write for one of these sections should first consult the journal's Editor-in-Chiefs and Executive Editors. Physicians' reflections on health care or social issues will also be considered. Likewise, CLINICAL AND TRANSLATIONAL ONCOLOGY, will publish reports of consensus meetings on the diagnosis or treatment of cancer provided they are held under the auspices of official health care organisations, national scientific societies or established cooperative groups.

# Clinical & Translational Oncology

## Manuscript preparation

Manuscripts should be double-spaced on DIN A4 paper (210 × 297 mm), with 30 lines of 60 to 70 keystrokes. Consecutive numbers should appear centred at the bottom of each sheet. Each manuscript section should start a new sheet, in the following order:

**1. Title page.** The first page should give the following information in this order: title of the manuscript, first and last name of each author, full description of the institution for each author, a short running title of less than 50 characters, key words, the identification of the corresponding author, and the full address of the corresponding author (including postal codes, telefax and e-mail address).

**2. Text.** Authors are advised to structure papers as follows:

**a) Abstract.** The objectives and main results of the study should be described briefly and concisely using a maximum of 250 (full research articles), 150 words (reviews, brief research articles, and special articles) or 60 words (case reports). Abstracts for full research articles and brief research articles should be structured, using the following four sections: Introduction, Materials and Methods, Results, and Conclusions. In each section, respectively, the author should describe the issue that motivated the research, the way it was carried out, the main results, and the conclusions that can be derived. From 3 to 10 key words should be given in accordance with the Medical Subject Headings (MeSH) of *Index Medicus/Medline*, available at: <http://www.ncbi.nlm.nih.gov/entrez/meshbrowser.cgi>

**b) Introduction.** The introduction should be brief, giving only enough information to allow the reader to comprehend the significance of the research to be described. No tables or figures should appear. The last paragraph should include a clear statement of the objective or objectives. If uncommon observations are being proposed for publication, authors should specify how the bibliographic search was performed, including key words used, years covered and latest updating of databases.

**c) Material and methods.** This section should describe where the experiment or study was carried out, how long it lasted, what patient characteristics and selection criteria were, and what techniques were used. Sufficient details should be provided to allow other researchers to replicate the study based on information in the published report. Statistical methods should be described in detail.

**d) Results.** The results section relates, but does not interpret, observations arising from the methods used. Data may be presented in the form of tables and figures.

**e) Discussion.** The authors must express their opinions on the subject. Worthwhile issues to discuss are: 1) the meaning and practical application of the results; 2) reflections on possible inconsistencies in the methods and reasons for considering the results valid; 3) comparison and contrast with similar studies; and 4) indications and directions for future research. Authors should avoid transforming the discussion of new research into a review of the topic, repeating concepts that have already been mentioned in the introduction or merely re-stating the results.

**f) Acknowledgements.** When appropriate, the author may mention persons, institutions, or

organisations that have worked with the authors or supported the research. If financial support was received, it must be mentioned here.

**g) Conflict of interest.** Authors must disclose any financial relationship that might lead to a conflict of interest in relation to the submitted manuscript

### 3. References

The numerals used in the text [which should be put in square brackets] refer to a list of references prepared and numbered in the order of appearance. If abstracts are cited, they must be indicated as such and must not have been published more than 3 years previously. No references can be made to personal communications, unpublished data, theses, or manuscripts submitted or in preparation. Journal names must be abbreviated according to the List of Journals Indexed in the Index Medicus.

References should be prepared in the structure of the following examples:

**Journal articles:** Shum L, Sadler TW (1991) Recovery by mouse embryos following teratogenic exposure to ketosis. *Diabetologia* 34:289-295

**Books:** Jones HW, Williams RT (1990) Noninsulin-dependent diabetes mellitus. Springer, Berlin Heidelberg New York

**Books:** Larcher W (1995) *Physiological plant ecology*, 3rd edn. Springer, Berlin Heidelberg New York

**Multiauthor books:** Like AA, Wringer EJ (1989) Autoimmune diabetes in the Bio-breeding/Worcester rat. In: Pipeleers D, Lefebvre P (eds) *The pathology of the endocrine pancreas in diabetes*. Springer, Berlin Heidelberg New York, pp 269-284

**4. Illustrations.** Illustrations should be numbered in the order in which they are first mentioned in the text. The name of the first author and the figure number should be written in pencil on the back of each figure and the top indicated by an

arrow. A reasonable number of halftone illustrations will be reproduced at no extra charge to the author. Colour illustrations will be accepted; however, the authors will be expected to make a contribution towards the extra costs (€ 620,00 for the first and € 310,00 for each additional page). Artwork and all lettering must be done professionally.

Glossy photographs are preferred. Figure legends should be typewritten, double spaced, on a separate sheet of paper and included at the end of the manuscript.

**5. Tables.** Tables should be presented on separate sheets (one table per sheet) showing the table number (in Arabic numerals) and the title. Symbols and abbreviations should be explained in a footnote. Statistical tests applied should also be mentioned in a footnote along with the levels of significance, unless the latter are included in the table. The editors will accept tables occupying up to one printed page of the journal.