

## INFORMATION FOR AUTHORS

The **BRAZILIAN JOURNAL OF VIDEOENDOSCOPIC SURGERY (BJVS)** (ISSN 1983-9901 print, 1983-991X online) is the official channel of the Brazilian Society of Videosurgery (SOBRACIL) for the dissemination of scientific work. The Journal is published quarterly, with the goals of recording the results of research in videosurgery and related topics, promoting the study and improvement of the research in this field, as well as stimulating the publication of updates to knowledge.

Articles may be written in Portuguese or English and will be considered by a Committee of Reviewers. After the receipt of a manuscript, a copy without author identifiers will be sent to two reviewers appointed by the editorial board of the magazine. The review includes the suggestion to the editor to accept the article with or without modifications or reject it. The recommendations made by the reviewers will be forwarded to the corresponding author who will decide whether to resubmit the article. After revision, the article will be re-evaluated and accepted if the corrections have been addressed. Authors who have their manuscript rejected will be notified.

Scientific articles that report research involving humans or animals must have prior approval of the Ethics Committee of the institution where the work was performed in accordance with the recommendations of the Declaration of Helsinki of 1964 (and revisions in 1975, 1983, 1989, 1996, 2000, and 2008), the International Convention for the Protection of Animals, and Resolution No. 196/96 of Brazil's National Health Council regarding research involving human subjects.

### 1. Types of Articles

Original Article: includes original clinical or experimental research. It must contain: Structured abstract in Portuguese and English, Introduction, Methods, Results, Discussion, and References.

Case Report: includes brief description of the case, review of the literature with discussion of the topic and references.

Case Series: includes description of cases, descriptive data, review of the literature with discussion of the theme, and references.

Review Article: should include Introduction, a systematic review of the literature with critique, Conclusion, and References.

Letter to the Editor: should contain comments pertaining to a previously published article.

### 2. Preparation of Manuscripts

The text should be typed in Arial font size 12, double spaced, 2.5 cm margins justified on each side, with consecutive numbering of pages (bottom right), starting with the identification page. Each section should begin on a new page.

Manuscripts must be accompanied by a Cover Letter containing the full title of the work in English and Portuguese, full names of the authors, the address and e-mail of the corresponding author, and justification of the importance of the article for publication.

#### a. Identification page (cover sheet)

Should include:

- Title of the article in Portuguese and English
- Short title not exceeding 50 characters (not counting spaces)
- Authors' complete names and institution affiliations
- Name, address and e-mail of the corresponding author

#### b. Abstract

Should contain up to 250 words, with all the important information from work. Original Articles should have a structured abstract in Portuguese and English, with Background, Methods, Results, and Conclusion. The other types of articles should contain a Portuguese Summary and English Abstract consisting of a concise description of the study.

c. Key words

Below the Summary and Abstract, list at least five and at most 10 key words that will facilitate the indexation of the article in the database, using terms registered in the Portuguese Descritores em Ciências da Saúde (DeCS), which can be found at <http://decs.bvs.br> and the Medical Subject Index (MESH) in English available at <http://www.nlm.nih.gov/mesh/meshhome.html>.

d. Text

The manuscript must be written according to the structure of each article category. The authors' citations in the text should be numbered consecutively with Arabic numerals. Tables and Figures should also be identified with sequential Arabic numbers.

The **Introduction** should contain the purpose of the article and summarize the rationale for the study. The **Methods**-section should have a clear description of how subjects were selected, with methods, equipment and procedures employed described in sufficient detail to allow replication of the research by other professionals, as well as the statistical tests used. For reviews articles, include a description of the methods used to select the information. **Results** should be presented in logical sequence with text, tables, and figures. In the **Discussion** highlight new and important aspects of the study, and the conclusions derived from it, including the implications of the findings and their limitations.

At the end of the article, acknowledgements of people or institutions may be included, specifying the nature of their collaboration or participation in the development of the research.

e. Bibliographic References

References should be numbered consecutively in the same order as they are cited in the text. Include the names of the first six authors, followed by "et al". The Brazilian Journal of Videoendoscopic Surgery uses the "Vancouver style" and the titles of periodicals should follow the style recommended by the List of Journals Indexed in the Index Medicus, of the National Library of Medicine, available at <http://www.ncbi.nlm.nih.gov/nlmcatalog/journals>. Examples of the format for different types of references:

- *Article from a periodical*: Parkin DM, Clayton D, Black RJ, Masuyer E, Friedl HP, Ivanov E, et al. Childhood leukemia in Europe after Chernobyl: 5 years follow-up. *Br J Cancer* 1996; 73: 1006-12.

- *Book*: Rigsvén MK, Bond D. Gerontology and leadership skills for nurses. 2nd ed. Albany (NY): Delmar Publishers; 1996.

- *Book chapter*: Philips SJ, Whiosnant JP. Hypertension and stroke. In: Laragh JH, Brenner BM, editors. Hypertension: pathophysiology, diagnosis and management. 2nd ed. New York: Raven Press; 1995. p.465-78.

- *Oral or poster presentation from scientific meeting*: Bergtson S, Solheim BG. Enforcement of data protection, privacy and security in medical informatics. In: Proceedings of the 7th World Congress on Medical Informatics; 1992 Sep 6-10, Geneva, Switzerland. p.1561-5.

- *Thesis or dissertation*: Carvalho ACP. A contribuição da tomografia computadorizada ao diagnóstico do aneurisma dissecante da aorta [master's dissertation]. Rio de Janeiro: Faculdade de Medicina, Universidade Federal do Rio de Janeiro; 1993.

- *Article from an online periodical*: Morse SS. Factors in the emergence of infectious diseases. *Emerg Infect Dis* [online periodical] 1995; 1(1). Available at <http://www.cdc.gov/ncidod/EID/eid.htm> [accessed on December 11, 2002].

f. Tables

Should be numbered consecutively with Arabic numerals in the order in which they appear in the text, and headed by a short title. The notes at the bottom of the tables should identify abbreviations and statistical tests.

g. Figures (photographs, drawings, graphics)

Figures should be numbered consecutively with Arabic numerals according to the order in which they are cited in the text. Provide a title and caption for each figure in the text immediately after the paragraph where it is first cited. Any words that the authors elect to insert into photographs or illustrations should be in English. Figures should be submitted in the file formats BMP, JPEG or TIF, and should be high resolution (300 dpi or higher) to allow for high quality reproduction.

### **3. Institutional Review Board Approval**

For studies involving human subjects, the authors should include in the text a statement about the approval the study received from the institution's independent Ethics Committee.

### **4. Conflict of interest declarations**

All authors must disclose any commercial interest, financial interest, and/or other relationship with the manufacturers of pharmaceuticals, laboratory supplies, or medical devices and with commercial providers of services related to medicine.

### **5. Clinical Trials**

Randomized controlled trials and clinical experiments must be registered before they are submitted for publication. Responses to frequently asked questions regarding registration can be obtained at [http://www.icmje.org/faq\\_clinical.html](http://www.icmje.org/faq_clinical.html). Registration can be done in the clinical trials database of the National Library of Medicine (<http://clinicaltrials.gov/ct/gui>).

### **6. Instructions for the Submission of articles**

- a. Prepare a Cover Letter using Word
- b. Prepare the file in Word including the identification page, summary in Portuguese and abstract in English, the manuscript, tables and references. Figures should be submitted as separate files
- c. Send the files to the journal's email [revista@sobracil.org.br](mailto:revista@sobracil.org.br)

### **“Checklist” before submitting your manuscript**

Before submitting a manuscript, the authors should verify the following items:

- ✓ Cover Letter
- ✓ Identification page (Cover sheet with identifying information), including:
  - Complete title in Portuguese and English
  - Authors' Names and Institutional Affiliations (or Titles)
  - Institution where the study was conducted
  - Address, Telephone, and e-mail of the corresponding author
- ✓ Formatting Standards: Font: Arial 12; double spacing; margins 2.5 cm, Page numbering
- ✓ Summary in Portuguese and Abstract in English
- ✓ Keywords in Portuguese and English
- ✓ The sequences of the section subtitles is appropriate for the type of article
- ✓ Bibliographic references and corresponding superscript citation numbers in the text follow the standards of the journal
- ✓ All figures, graphics, and illustrations have titles and captions
- ✓ Figures should be high resolution graphics permitting enabling high quality reproduction