

AUTHOR GUIDELINES

General requirements

This information is based upon the "Uniform Requirements for Manuscripts submitted to Biomedical Journals" which authors can find online www.ICMJE.org (translation into Russian language published in our journal earlier - 2010 volume 4, number 1).

Journal «Morphologia» publishes reviews and topical articles, lectures, original papers, case reports, review and comments on publications, manuals and monographs, materials in research methodology, announcements, news, reports, presentations, and materials on the history and chronicles in morphology.

Editorial office examines materials of publications in compliance with copyright and ethical norms of scientific publication (see Appendix 1).

Editorial Board accepts the materials written in

English, Ukrainian, and Russian languages.

When submitting a manuscript, authors should consider and disclose potential conflicts of interest or clearly state their absence (more information can be found in section «D. Conflicts of Interest» of the "Uniform Requirements for Manuscripts submitted to Biomedical Journals").

In the case when submitted manuscript contains personally identifiable information of study participants authors should provide their written permission to publish such materials.

In the manuscripts should be clearly indicated compliance with the principles of bioethics set in the Declaration of Helsinki and in the Law of Ukraine "About protection of animals from violent behavior" (№ 1759 -VI 15 Dec 2009) or equivalent documents of the national level of other countries.

Technical requirements for the manuscripts

Size of Review, critical articles or lectures should be from 12 up to 36 typewritten pages, original articles - from 8 up to 24 pages, including illustrations, other publications – on consideration with the editorial office.

The text is printed with 1.5 line spacing, font size 14, Times New Roman. Paragraph indent – 10 mm, all margins - 20 mm.

Article must be done in RTF or "document Microsoft Word».

The structure of the manuscript:

- UDC
- Title of the article (no abbreviations)
- Author (s): initials, surname
- The official name of the institution (affiliation), the city
- Data about communication of publication with the planned research project, foundation source, institutions, grants (if available)
- Summary in three languages (see Appendix 2)
- Text of the article

In the text of the original article authors should follow the sequence of mandatory components:

- o Background
- o Purpose
- o Materials and Methods
- o Results and discussion
- o The conclusion (or conclusions)
- o Prospects for further investigations
- o References (see Appendix 3)

In the text of the article all the physical units should be given in system SI, terms - according to the anatomical and histological nomenclature, names of diseases - according to the current International

Classification of Diseases, drugs - at the International Nonproprietary Name (INN).

All abbreviations at their first mention must be decrypted. Use of abbreviations in the title and abstract is not allowed.

A citation of the original documents in the text of the manuscript should be implemented in square parentheses indicating the sequence number in the list of references. Acceptable also to cite as: "... according to I.I.Ivanova et al [8], RT Smith and colleagues [12] ... ". Citations of several primary sources in the text should be separated as follows: "... [2; 4; 6-8]".

Article may contain diagrams, graphs and tables constructed by internal means of MS Word. Photoillustrations are submitted electronically as separate files in JPEG or TIFF. The text of the article should include drawings after the first reference to them, figure captions need to be done in the original language and in English mandatory.

The manuscript should be carefully edited by the authors. All articles are subjected to peer review procedure (see Appendix 4).

For primary expertise manuscript and information about the author (affiliation, position, scientific degrees and academic titles of authors) should be sent to the responsible editor by e-mail at: ivt-08@mail.ru. In case of article acceptance a printed copy of the manuscript and "Copyright Agreement" (see Appendix 5) both with the signature of the author for correspondence are sent by post to editorial office.

Copyright and ethical norms of scientific publications

By submitting material to the editor, the author assures the presence of his copyright in the manuscript and gives consent to the publication of the text and metadata (including the names and initials of authors, their affiliations and e-mail of the author for correspondence) in the journal, which includes distributing in print version, placing electronic copies on the Internet sites of the journal and specialized databases (including scientometric), translated into foreign languages. The author retains the right to use the material published in the journal for personal (scientific, educational) purposes. But reproduction of published materials by third parties in any form, including translation into other languages, is possible only with permission of the publisher with the obligatory indication of the full bibliographic reference.

When submitting a manuscript to the editors provide authors guarantee the absence of previously published or submitted for consideration in other scientific journals materials with similar content. Otherwise, authors should provide information of the earlier publication of the data contained in the article to the editor.

Appendix 2

Abstract of the article (Design rules)

Brief essays (from 40 to 80 words) on the Ukrainian and Russian languages should be provided. They must contain the names and initials of authors, title, objectives and methods of study, outcomes and main findings. After abstracts keywords (3 to 8 words or phrases) are listed in the nominative case, as well as the full official name of the institutions in which the authors work (affiliation). Use of abbreviations in the abstracts are not allowed.

Extended abstract (from 200 to 300 words) in English should be submitted with next mandatory elements: the actuality of research (Background), purpose (Objective), materials and methods (Methods), results (Results), findings or conclusions (Conclusion), keywords (Key words). English version of the names and initials of the authors, their affiliation, article title and keywords must be in compliance with the original article.

Because of the processing of the metadata of each article by scientometric databases authors should pay especial attention to the particular importance of careful designation of names of institutions and authors, as it affects the success of their identification and calculation of scientometric indicators.

References (Rules and examples of the list)

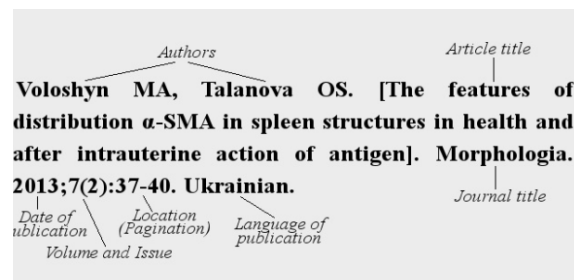
All references cited in the paper must be arranged in a list in order of their first mentioning in the text. Abbreviations of journal titles are provided in accordance with the standards of Index Medicus (http://www.wsulibs.wsu.edu/general/journal_abbreviations.html). The author is responsible for the accuracy of the data provided in the bibliography.

Each used bibliographic source must be designated in the text (in square parentheses). References to unpublished work or materials as a manuscript (dissertations, reports) are not allowed.

Each source in the list should be composed an international standard format National Library of Medicine (NLM). In case of presence of the electronic copy of the cited document in the Internet, it is desirable to place the URL of the document at the end of the reference, also indicate the DOI and PMID of the article if it is available. When citing periodicals, with more than one title, preference should be given to English one.

Quick start guide on the arrangement of standard references in accordance with international requirements of NLM.

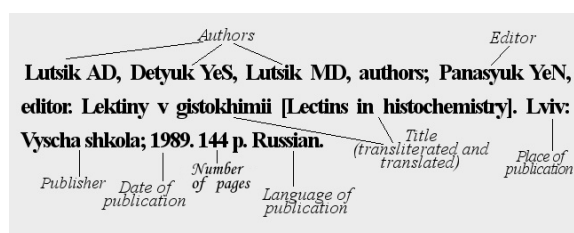
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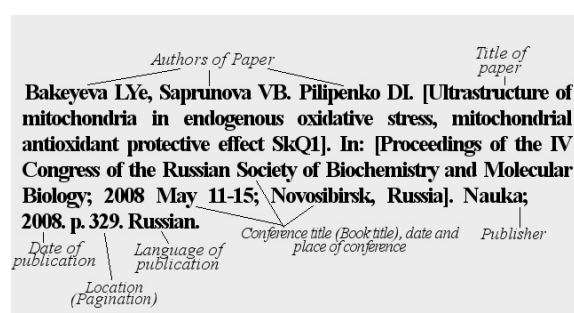
and so on could be added at the end.

Reference to a book:



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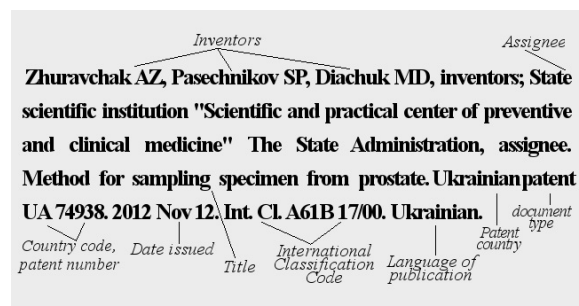
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Appendix 4

Peer-review policy

All scientific articles submitted to the journal are subject to peer review procedure. Editorial office use the model of double-blind peer review, in which neither the author nor the reviewer are informed about each other's identity. Until the moment of publication of the article the reviewer does not disclose its contents and does not express publicly personal views about submitted information. If the reviewer considers it necessary to decline the article of return it to the author for correction, the editor considers the comments and make decisions about it. After correction by the author the article passes the process of peer-reviewing again.

The editorial staff reserves the right to shorten articles and make some corrections, including changing the style but not the content of the work. The changes are made after consent of the author.

Appendix 5

Copyright Agreement

(Document to be signed by the author)

Submitting manuscripts to the journal "Morphologia" authors agree to share copyrights for use the manuscript (all supplemental material, particularly protected objects such as photos, drawings, diagrams, tables, etc.), including the reproduction in the press and distribution via the Internet; translation of the manuscript into any language; export and import of journal copies to making available for public. Authors convey the rights mentioned above to editorial office without any temporal or territorial limitation.

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