

Endoscopy

Endoscopy is a monthly peer-reviewed international journal that publishes original contributions reporting on new developments in gastroenterological endoscopy and on surveys of therapeutic advances. Prospective studies, high quality review articles and interesting case reports are welcome. Submissions may be augmented by video material. The editors decide upon acceptance, rejection or the need for revision. The journal is indexed in MEDLINE, Current Contents (CM+LS), Science Citation Index, EMBASE/Excerpta Medica, and SCOPUS. Impact factor 2009: 5,545.

General policy

Only papers of the highest scientific relevance that meet generally recognized linguistic standards will be accepted. The language of publication is English and manuscripts written by authors whose mother language is not English should be checked by an English native speaker before submission.

Submission of a manuscript implies that it represents original material that has not been previously published and that it is not being considered or has been submitted for publication elsewhere (previous publication of any of the content, e.g. as an abstract, poster etc. must be mentioned). It is expected that the authors hold the copyright to the text and all illustrations (photographs, graphics, etc.).

For publication of illustrations/photographs in which individuals can be identified, written consent of the person involved must be submitted to the publisher. Suitable forms can be downloaded from <http://www.thieme.de/endoscopy>. The legal criteria for unrecognizability are extremely strict: it should not be possible for the person's closest relatives to identify the individual.

Authors must apply for and be granted permission for reproduction of illustrations from other publications. The exact source of the material must be cited. If possible, please use only your own unpublished illustrations/photographs.

The corresponding author must declare that the manuscript is submitted on behalf of all authors and that they have all participated in the work to be published in *Endoscopy*. After acceptance of the manuscript, all authors must confirm in writing their agreement for publication.

In clinical or experimental studies with human subjects the study protocol must have been assessed and approved by the appropriate ethics committee. In the case of animal experiments it is expected that the appropriate animal protection regulations have been followed.

Any potential conflicts of interest must be stated upon submission of the manuscript. A conflict of interest exists when one or more of the authors has a financial or personal connection that might influence their actions. The presentation of the topic must be neutral without any commercial recommendations.

Submission of the manuscript implies that the authors accept the *Endoscopy* "Instructions for authors".

Copyright is transferred to the publisher upon acceptance of the manuscript.

The authors accept in advance any necessary editing of the manuscript (including figures). The editors reserve the right to make any necessary changes or shortening in consultation with the authors.

Clinical trial registration

Endoscopy requires that all clinical trials considered for publication in the journal must be registered in a clinical trial database. Approved registries are ClinicalTrials.gov (www.clinicaltrials.gov) and the Primary Registries of the WHO Registry Network (please see list on <http://www.who.int/ictrp/network/primary/en/index.html>). Registration in other databases will not be considered to sufficiently fulfil this condition.

To enable researchers to comply with this new requirement, *Endoscopy* has established a transition phase of one year, starting September 1 2011. During this period, authors may register their clinical trials after submission to the journal. However, registration will be required before further editorial process of the manuscript.

From September 1 2012, *Endoscopy* will only consider papers reporting on clinical trials if the trials have been registered *before* the start of the study, that is, before enrolment of the first patient.

Manuscript types

Authors are invited to submit the following types of paper for consideration: Original articles, Reviews, Case reports/series, Letters to the editor/Letter replies, Cases and Techniques Library articles (online only) • **Table 1**.

Original article, Review, Case report/series

Table 1 Manuscript types and their properties.

	Original article	Review	Case report/series
Description	Clinical or experimental study	Comprehensive survey of a topic	Case series comprise 3 to 10 cases
Length	4–7 printed pages	5–10 printed pages	1–3 printed pages
Including figures*, but not Reference list	(2,800–5,600 words)	(3,500–7,000 words)	(700–2,100 words)
References	max. 30	max. 50	max. 10

* 1 image corresponds to approximately 140 words

Original articles

Original articles should present the results of original research in the form of a full-length study, and should contain the following sections: structured abstract, introduction, patients/materials and methods, results, discussion, reference list, figure legends, tables.

The abstract should contain a maximum of 250 words and be structured as follows:

Background and study aims: not more than two sentences outlining previous work in this area and defining the aims of the study.

Patients and methods: relevant information on patients, study design (e.g. prospective or retrospective), and parameters.

Results: presenting the most relevant data.

Conclusions: one or two sentences with a special emphasis on the clinical conclusions to be drawn from the study.

The main text should include:

- ▶ **Introduction:** The current state of knowledge is outlined and the purpose of the study is stated.
- ▶ **Patients/Material and methods:** The methods should be described in such a way that they can be reproduced by an experienced reader. If the methods have been described in detail in previous publications, these can be referenced and a brief but comprehensible description will be sufficient. For clinical studies the design of the study must be stated explicitly (e.g. prospective, randomized, cohort, etc.) and also the method and details of patient enrolment must be given.
- ▶ **Results:** The results should be presented in a detailed but neutral manner. Tables, figures or video clips may be used when they contribute to a better understanding of the results. Interpretation of the results belongs in the Discussion section.
- ▶ **Discussion:** In this section the most important results of the work are emphasized and discussed. The discussion contains comments on the significance of the work and comparisons with results from other authors. The strengths and weaknesses as well as difficulties of the study should be mentioned here. In conclusion the most important results of the work are summarized.

Case reports/series

Case reports/series should present only cases of exceptional interest and contain the following sections: short abstract, introduction, case report/series, discussion, reference list, figure legends, tables.

Letters to the editor

Letters to the editor should refer to an article recently published in the journal. Please note that letters and letter replies should not contain an abstract; when submitting your manuscript, please enter “n/a” into the abstract box as this is a required field.

Cases and Techniques Library

Endoscopy Cases and Techniques Library is an online-only section dedicated entirely to reports on interesting cases and new techniques in gastroenterological endoscopy, with high quality images and a short explanatory text. A maximum of 300 words is allowed for the main text, with up to 6 images and 5 references. Only essential information on clinical features, diagnoses, and treatment should be included. While offering all the advantages of online keyword and full-text searching, articles appearing in this section are fully citable as *Endoscopy* publications. These articles are freely and permanently accessible online, immediately upon publication. All papers appearing in the Cases and Techniques Library have the same status as articles appearing in the print version of the journal and are official *Endoscopy* publications. A pdf version will also be available to the authors.

Additional information

- ▶ **Acknowledgments:** This lists those individuals who have made important contributions to the work without meeting authorship criteria as well as all independent organizations (such as the National Institute of Health [NIH]) that financially supported the work.
- ▶ **Competing interests:** Any potential conflict of interest must be stated, for example, when there are connections to a company (e.g. as advisor, consultant, share- or stockholder, etc.) whose product is named in the article or with a company that markets a similar product.
- ▶ **References:** The reference list should be limited to important recent publications. Only those articles cited in the text may be included in the reference list. The references are indicated in the text, tables, and illustrations by arabic numbers in square brackets. References are listed in order of their appearance in the paper. For articles with more than 4 authors the term “et al.” is placed after the third author (▶ **Table 2**).
- ▶ **Figure legends and tables:** These should be included at the end of the main document.

Table 2 Examples of citations for Thieme journals.

Cited source	Example
Journal articles	Stadie AT, Patir R, Kato Y et al. Minimally invasive cerebral cavernoma surgery using keyhole approaches – solutions for technique-related limitations. <i>Minim Invas Neurosurg</i> 2009; 52: 9 – 16
Publications available only online (Epub only or Epub ahead of print)	Rygl M, Novotna J, Herget J et al. Parameters of healing in approximative intestinal anastomosis. <i>Eur J Pediatr Surg</i> ; DOI: 10.1055/s-2008-1039010 or Epub 2009 Feb 16
Books	Vaccaro AR, Albert TJ. <i>Spine surgery</i> . 2nd ed. Stuttgart: Thieme; 2009

General information

- ▶ **Proofs:** Proofs will be sent to the corresponding author as a pdf file. The proofs should be checked carefully by the corresponding author who takes full responsibility for the correctness of the version released for printing (this applies particularly to amounts, units, references, etc.). The proofs and the permission to print form should be signed and returned to the Production Editor Mr. Franz-Josef Hombach by fax (+49/(0)711/8931251) or by email (franz-josef.hombach@thieme.de). The publisher reserves the right to charge the author for unusually extensive or delayed corrections. Further changes by the author at later stages are not possible.
- ▶ **Reprints as PDF:** Corresponding authors will receive a pdf file of the published article for their personal records and use. They may pass this file on to their co-authors for personal use. Further rights regarding the handling and use of this pdf file are described in the documents accompanying the page proofs.
- ▶ **Impact factor:** The current impact factor is calculated from the proportion of articles from the journal cited in the previous two years.
- ▶ **Copyright:** All rights are held by the publishers, including the right to reproduce all or part of any publication.
- ▶ Endoscopy homepage: <http://www.thieme.de/endoscopy>

Manuscript submission

Online submission via ScholarOne at

<http://mc.manuscriptcentral.com/endoscopy>

Authors must have an account at ScholarOne to submit a manuscript to *Endoscopy*. In order to create an account, please click either on the “Create Account” link in the top right corner or on the “Register here” link in the “New User?” section to the right of the “Log In” window.

After you have created your account you will be able to access your Author Center to submit a new manuscript. Choose “Click here to submit a new manuscript” to start the submission process which is structured as described in ▶ **Table 3**. Detailed instructions for each step are also provided on the corresponding online page. You can interrupt the submission process whenever you like. To resume where you left off, you simply choose the “Unsubmitted Manuscripts” section in the Author Center, and click the corresponding link in the “Continue Submission” column.

Table 3 The submission procedure.

Submission step	Data to be inserted or uploaded/Comments																		
1 Type, Title & Abstract	<ul style="list-style-type: none"> - Manuscript type to be selected in the drop-down menu - Title (max. 20 words) - Abstract (250 words) 																		
2 Attributes	3–5 keywords																		
3 Authors & Institutions	<ul style="list-style-type: none"> - The following data for all co-authors: Name, academic title, institution/department, city, email address. ▶ Please be sure to give the correct email address for each co-author as accounts will be created for them on the basis of their email address. Only manuscripts with correct email addresses for all co-authors can be accepted. Please tick the appropriate check box if the corresponding author differs from the submitting author. 																		
4 Details & Comments	<ul style="list-style-type: none"> - Background information on manuscript - Acknowledgments (if applicable, max. 800 characters incl. spaces) - Conflict of interest: Please state if you do have any competing interests and, if so, give a concise description. 																		
5 File Upload	<ul style="list-style-type: none"> - Main document (file format: doc, txt or rtf) ▶ Please do not include figures in the main document but upload each of them separately. - Figures, tables and videos Legends must be entered in the appropriate boxes which will appear during the uploading process, AND must also be included at the end of the main document. <table border="1"> <thead> <tr> <th></th> <th>File format</th> <th>Resolution</th> </tr> </thead> <tbody> <tr> <td>Images</td> <td>jpg, tif, eps (RGB or CMYK)</td> <td>min.300 dpi (for min. width 8.5 cm)</td> </tr> <tr> <td>Line art</td> <td>jpg, tif, eps (RGB or CMYK)</td> <td>min. 600 dpi (for min. width 8.5 cm)</td> </tr> <tr> <td>Diagrams</td> <td>doc, xls</td> <td></td> </tr> <tr> <td>Tables</td> <td>doc, rtf, xls</td> <td></td> </tr> <tr> <td>Videos</td> <td>mpg (preferred), avi, mov, rm, wmv</td> <td>max. length: 1 minute</td> </tr> </tbody> </table>		File format	Resolution	Images	jpg, tif, eps (RGB or CMYK)	min.300 dpi (for min. width 8.5 cm)	Line art	jpg, tif, eps (RGB or CMYK)	min. 600 dpi (for min. width 8.5 cm)	Diagrams	doc, xls		Tables	doc, rtf, xls		Videos	mpg (preferred), avi, mov, rm, wmv	max. length: 1 minute
	File format	Resolution																	
Images	jpg, tif, eps (RGB or CMYK)	min.300 dpi (for min. width 8.5 cm)																	
Line art	jpg, tif, eps (RGB or CMYK)	min. 600 dpi (for min. width 8.5 cm)																	
Diagrams	doc, xls																		
Tables	doc, rtf, xls																		
Videos	mpg (preferred), avi, mov, rm, wmv	max. length: 1 minute																	
6 Preview & Submit	<p>If you have any questions concerning the requirements for figures please do not hesitate to contact the Production Manager at franz-josef.hombach@thieme.de.</p> <ul style="list-style-type: none"> ▶ Appropriate file designations must be chosen in the drop-down menu. ▶ To designate the order in which your files appear, use the drop-down menus in the “Order” column. ▶ Give each file a clear title and, for each file designation, number the files consecutively. ▶ If you use figures from books or other journals, please give an accurate reference in the legend and confirm that you have permission for reproduction. ▶ Before publication of any illustration in which the patient may be recognized, the author of the article must provide the publisher with the patient’s written consent to publication of the photograph. An appropriate standard form as pdf file is available in the “Details & Comments” step or under the “Instructions for Authors” menu. Please note that a blackbar placed across the eyes may no longer be considered sufficient to preserve the patient’s anonymity. - Shows overview of submitted data/files. Missing required data is marked and must be provided; otherwise the manuscript cannot be submitted. - All files will be combined into a single pdf and html file for submission. Therefore please confirm your data by viewing both the html and pdf file before submission. 																		

Questions?

If you have any questions please contact the Editorial Office via email endoscopy.editorialoffice@thieme.de via phone +49-89-9077936-0

© 2011 Georg Thieme Verlag KG, Stuttgart · New York. All rights reserved.

