

INSTRUCTIONS TO AUTHORS

Scope and policy

The *Revista Brasileira de Medicina Veterinária = The Brazilian Journal of Veterinary Medicine* (RBMV) is a quarterly and multidisciplinary publication of the Society of Veterinary Medicine of the State of Rio de Janeiro (SOMVERJ) (www.somverj.org.br), which aims to publish the results of original research in all fields of veterinary medicine, for the purpose of improving technical, scientific and professional development.

Papers for submission should be sent by www.rbmv.com.br, option: submission@rbmv.com.br, preferably in the latest version of Microsoft Word. Articles should represent research results not yet published and which are not being considered for publication elsewhere.

The opinions and concepts expressed in the work are the responsibility of the authors. However, the Editorial Committee, supported by the Scientific Advisors, reserves the right to suggest or request changes as deemed necessary. Manuscripts are accepted through peer approval, *peer review*, and are the sole responsibility of the authors. The corresponding author (*) is responsible for the accuracy of the information submitted to the Journal.

Reviews

Only at the invitation of the Editor.

The work should be organized, always, in the following sections; TITLE, TITLE IN PORTUGUESE, AUTHOR(S), ABSTRACT, RESUMO, INTRODUCTION, MATERIAL AND METHODS, RESULTS, DISCUSSION, CONCLUSIONS (or a combination of the last two sections), ACKNOWLEDGEMENTS and REFERENCES. For Case reports, the text should be organized as follows; TITLE, TITLE IN PORTUGUESE, AUTHOR(S), ABSTRACT, RESUMO IN PORTUGUESE, INTRODUCTION, HISTORICAL FINDINGS (This should consist of case history, materials and methods, and results), DISCUSSION AND / OR CONCLUSION, AND REFERENCES.

ABSTRACT: This should present the constituent elements of the Summary in Portuguese, but may be more extensive. **KEY WORDS** should be presented at the end of the abstract **SUMMARY:** shall report directly and in the past tense, what was done and studied, and provide the most important results and conclusions. We work in English, the Portuguese title of the work, shall appear in **bold** and in (brackets), immediately after the word ABSTRACT. Keywords must be included at the end of this section.

RESUMO (ABSTRACT): same as above, but in Portuguese.

DESCRIÇÃO (SUMMARY): same as above, but in Portuguese.

INTRODUCTION: This must be as brief as possible, with relevant bibliographic citations and should conclude with a statement as to the purpose of the work;

MATERIAL AND METHODS: Should be present the quantity of information required to allow duplication of the work by other researchers. In the case of animal experiments, a statement of approval of the project by the local Ethics Committee must be provided. Any citations included in the page footer must be listed in alphabetical order.

RESULTS: These must represent a concise presentation of the data, tables should be prepared without superfluous data, reporting, where indicated, averages of several repetitions. At times it may be more convenient to present complex data in a graphical form rather than as an extensive tables;

DISCUSSION: The results should be discussed in relation the literature and should avoid speculation. You should preclude references to work under development or to future plans; in this way it is possible to avoid any obligation on the part of either the author or the journal to publish them;

CONCLUSIONS: Those should be based only on the results presented in the study;

Acknowledgements: Should be succinct and should not appear in the text or in footnotes;

REFERENCES: only include the bibliography cited in the work and which served as a source for indirect consultation; references should be ordered alphabetically based on the first author's surname, registering the names of all authors (in uppercase and lowercase), the title of each publication, which ideally will be in the shortened form (use the extended title if in doubt).

Examples:

Scientific Article

Carrington S.D., Bedford P.G.C., Guillon J.P. & Woodward E.G. Polarized light biomicroscopic observations on the pre-corneal tear film.3. The normal tear film of the cat. *J. Small Anim. Pract.*, 28:821-826,1987.

Electronic Article

COBEA law & ethics. Available at: <http://www.cobea.org.br/ética.htm>. Accessed on: Mar 14, 2007.

Book

Rodrigues H. *Anatomical techniques*. 2nd ed. Victoria, VisualArt, 1998.200p.

Book Chapter

Strubbe A.T. Gelatt & K.N. Ophthalmic examination and diagnostic procedures, p.427-466. In: Gelatt K.N. (Ed.), *Veterinary Ophthalmology*. 3rd. ed. Philadelphia, Lipincott Williams & Wilkins, 1999.

Abstracts of scientific meetings

Will not be accepted.

Supplements

Only after approval of the editorial committee.

In developing the text the following rules should be observed:

The names of the authors in the manuscript should not be cited in abbreviated form but in their entirety.

Manuscripts should be printed on one side of paper, with margins of at least 2.5 cm and with page numbering at the top of the page. Footnotes must be typed after the "KEY WORDS" of the abstract, without using the dialog box "Header and Footer." The formatting of the original article submitted for publication should follow the layout used in the most recent issue of the journal. However, the text should not be formatted in two columns. Figure and table legends should be included at the end of the document. Figures (including graphs) should have their files stored separately from the text. They should be introduced into the text of the work using the Word command "Insert" (copied and pasted images tend to lose the information contained in the program where they were generated, resulting always in poor quality reproduction).

The wording of the papers must be concise, with the language used, as far as possible, in the past and impersonal. Within the text, indications for footnotes will be in the form of superscripted Arabic numerals placed immediately after the word or phrase that prompted the note. This numbering scheme will be continuous; the notes will be posted at the foot of the page that is associated with their indication. All tables and all figures must be mentioned in the text, references to them will be made via their numbers and wherever possible, in ascending order of such. The Summary, Abstract and Resumo should each be well structured and written in the form of single paragraphs without literature citations;

Details of professional title, highest academic title if appropriate, full professional address of the author (s) (s), E-mail of corresponding author and other authors should be included at the bottom of the first page; Acronyms and abbreviations of the names of institutions, which appear for the first time in the text, will be placed in parentheses and preceded by their full name;

Literature citations in the text will be made by the system "author and year"; for work by two authors, both names will be cited, in the case of three or more, the first author name will be followed by "et al.," plus the year of publication. When two papers cannot distinguished by these elements, differentiation is made by adding small letters after the year in both. For citations in parenthesis insert a comma between the author's name and year, and a full-stop and comma after each year, the separation between publications in this case will be made only by commas, e.g. (Houssay & Flowers 1917, Roberts, 1963b, Perreau et al.1968, Hanson1971);

Figures (graphs, drawings, maps or photographs) and documents, paper or other medium, should be attached to the work, even when scanned by the author. Graphs should be produced in 2D, with columns in white, gray and black, with no background and no lines. The key to the conventions adopted will be included preferably within in the area of the Figure. The use of a title to the top of the figure should be avoided. Each figure will be identified, in the margin or on the reverse, by number and author's name using light pencil marking. It avoid doubt the bottom of the figure should include the word "foot." Photographs should be submitted preferably in black and white, glossy paper, or as color slides. When the photos are taken using a digital camera (with the extension ".jpg"), the files should be sent as obtained (without treatment or changes) in the online version, photos and graphics may be published in color. In the case of the print version, color printing is used only when it is essential for the interpretation of the figure.. To prevent damage by clips, drawings and photographs should be placed in an envelope.

The explanatory captions of Figures should contain sufficient information to permit comprehension of the image, and will be presented at the end of work.

Tables should be self-explanatory and placed at the end of the text. Each will have its full title and will be bordered by two solid lines, one above and one below the column headings, shorter lines may be used between the two borders for the purpose of grouping the columns. There should be no vertical lines. Highlights to notes should be alphabetical, with each table recommencing with the letter *a*, the notes themselves notes will inserted just below the respective table from which they will be separated by the inclusion of a dash to the left.

Charges

For each manuscript of countries outside Brazil could be applied, if your paper has been accepted, a paper charge of US\$ 500.00 per article published.