Orvosi Hetilap publishes review articles, original research papers, and case reports in all fields of clinical research. Papers are preferred that are closely associated with daily clinical practice. PhD theses, journal reviews, letters to the editor, reports, book reviews, and other current medical papers are also published. The Editorial Board reserves the right to review and accept the manuscripts. Papers submitted for publication are subject to peer-review. The publication of manuscripts can be accelerated by the careful studying of this guide and by following the manuscript format detailed in the instructions below.

SUBMISSION OF MANUSCRIPTS

Authors are requested to submit manuscripts online via the Editorial Manager (EM) system (http://hmj.edmgr.com). Please, upload your manuscript according to the below instructions. You can also submit the manuscript via email, but, please note that the use of the EM considerably shortens the reviewing and editorial process. Please, email to: orvosihetilap@akkrt.hu. Final acceptance of a manuscript is possible only if it meets all the formal requirements of the Instructions for Authors.

PREPARATION OF MANUSCRIPTS


Terms of submission
1. The work described has not been published previously except in the form of an abstract or as a part of a PhD thesis;
2. Its publication has been approved by all co-authors;
3. It is in accordance with the Declaration of Helsinki (1975, revised in 2008);
4. Investigations involving humans have been carried out under approval of a local or institutional ethics committee;
5. Experiments on laboratory animals have been carried out according to corresponding regulations.

All submissions should include:
1. Separate title page;
2. Abstract in Hungarian, keywords;
3. Abstract in English with an English title, keywords;
4. List of abbreviations (if any);
5. Text;
6. References;
7. Tables;
8. List of figures;

Pages should be numbered consecutively, the title page being page one. Each of the above-mentioned items should be provided on a separate sheet.

1. The title page should contain the following:
   – Hungarian and English title without any abbreviations;
   – Name(s) of the author(s) (along with title), affiliation (official name and address of institution and the city);
   – Address, e-mail address and phone number of the corresponding author;
   – Short statement declaring that the paper has not been published before, and has not been submitted elsewhere either;
   – Statement declaring that the corresponding author read the Instructions for authors.

The title page must also contain the disclosures described below. Following the review process and the acceptance of the manuscript these statements will be added to the published paper:

Funding sources: Even if no funding has been involved, include a comment: "None" or "Nothing declared".

Authors' contribution: Please specify each author's contribution to the manuscript. Use the initials of the authors and describe their roles in preparing the manuscript. Also state whether all authors had full access to all data in the paper and take responsibility for the integrity of the data and the accuracy of the data analysis.

Conflict of interest: All authors are requested to disclose any actual or potential conflict of interest including any financial, personal or other relationships with other people or organizations within three years of beginning the work that could inappropriately influence, or be perceived to influence, their work. Also state if no conflict of interest was present by writing "The authors declare no conflict of interest".

You may add an optional Acknowledgements section for any further information you wish to disclose.

2–3. The abstract should be submitted in Hungarian and in English, respectively, on separate pages. Please, avoid the use of abbreviations. The following requirements should be considered during the preparation of the abstract: “Introduction”, “Objective”, “Methods”, “Results”, and “Conclusions” should be conceived in a manner that the abstract must be able to stand alone. The extent of the Hungarian and English abstracts should be adapted to each other; they should not exceed 100–150 words, separately. Abstracts should not include new paragraphs. The keywords should be used according to Index Medicus, a maximum of 3–5 keywords. If such a keyword is not available (e.g. a new drug), the guidelines of Index Medicus should be applied.

4. Abbreviations used in the manuscript that are not widely accepted should be listed in alphabetical order. The Hungarian translation of the English abbreviations is recommended.

5. Articles published are expected to meet scholarly expectations both in content and format. The introduction receives no subheading; the following section should be subdivided into “Methods”, “Results”, and “Discussion”. Using 1.5 spacing and fonts of size 12, the maximum extent of the text alone should not exceed 15 typed pages for review articles, 10 for original research papers, 6 for short communications and case reports, and 10 (1800 characters/page) for any other manuscripts.

6. References should be listed in the order of appearance in the text; and the numbers should be put in square brackets. If there are more than three authors, the first three authors’ names should be followed by “et al.” Journal titles should be abbreviated.
according to international standards. If the cited publication was not written in English, the title should also be given in English.

Examples


The number of references should not exceed 50. Citations should be indicated by the reference numbers in square brackets in the text.

7. Titles of tables should be provided and each table should be printed on a separate sheet. Possible abbreviations should be explained on the same sheet with the table.

8. The title of each table and the explanations of the possible abbreviations should be given on one common sheet. Please make sure that the data presented in the tables is not repeated in the figures.

9. The width of the photographs should preferably be 8.5 cm or 17.5 cm. Color photographs are also accepted; their reproduction in print costs 5,000 HUF (+ VAT) per page. Previously published pictures may be reproduced only with the permission of their author and publisher. The quality of the submitted image files is checked by a special program (preferred file format: Power Point; also accepted: jpg and tif; a minimum of 300 dpi is required. Please submit as separate file, do not copy the images into the Word document).

Nomenclature of chemical substances and abbreviations. All drugs should be mentioned in their international nonproprietary names. Brand names can be used only in the “Materials and methods” section. The chemical composition and the name of the manufacturer should also be given.

ORTHOGRAPHY

Foreign words that have been naturalized in Hungarian should be written according to the Hungarian orthography, otherwise the etymological spelling be followed. For the uniform design of Orvosi Hetilap, the published articles should comply with the spelling of the Orvosi helyesírási szótár (Akadémiai Kiadó, Budapest, 1992).

OPEN ACCESS

Akadémiai Kiadó provides a possibility to publish Open Access articles. It is an option for the author to pay the Article Processing Charge and have the final full text version of his/her article published as an Open Access one. Beside new manuscripts Optional Open Access can work with papers already published. For further details, please visit http://orvosihetilap.com/openaccess.

OFFPRINTS

All first authors are entitled to access the PDF online, and are offered a 20% discount upon purchase of the journal. Offprints can be ordered as well from Akadémiai Kiadó.