

CHECKLIST

Manuscript submission via actapaediatrica.com

GENERAL

- ☐ Approval of the paper for publication ([Author Statements](#)) signed by all authors (electronic signatures are acceptable).
- ☐ Clear statement that the study has been approved by an institutional ethics committee where appropriate.
- ☐ Reports on randomized trials must conform to [Consort guidelines](#) and should be submitted with their protocols. Please state trial registration number and authority. For other study types, please follow the appropriate guideline: <http://www.equator-network.org/reporting-guidelines>
- ☐ In case a manuscript contains photographs of patients, we require a certificate by the author that consent to publish such a photograph has been given by the child's parent or caretaker.
- ☐ Manuscripts should be formatted double-spaced in font size Arial 11 or similar. Use the SI-system of notation.
- ☐ Manuscripts arranged as follows: title page, abstract, key notes, key words, text, acknowledgements, complete list of abbreviations used (for publication in article info box – non standardized abbreviations should be avoided), statements of conflict of interest and of funding, references, tables, figure legends, figures (each part starting on a new page)
- ☐ Compliance with permitted number of pages. Each published page will incur a charge of **GBP 60.-**/exceeding page.
- ☐ Supporting Information for online publication. [Guidelines for Supporting Information](#)
- ☐ Revision of the language is the responsibility of the author. For English-language editing please see: http://wordwizard.info/Site/Academic_Editing.html or email: annette.wizard@gmail.com

TITLE

- ☐ The main title should be a single sentence, without colons, that explains what the study found, not just what the study was about. We encourage authors to do this in 15 words if they can, but there is some flexibility as this is not always possible if you need to use long medical terms. Please restrict yourself to a maximum of 20 words in such cases. Only the first letter of the title should be capitalised, unless it contains a proper noun, and it should not include abbreviations. The short, running title needs to be more simple and focus on the subject of the study in five or six words. The same rules about capitals and abbreviations apply. The title of your study should conform to the relevant title guidelines for the type of study, which can be found here: <http://www.equator-network.org/reporting-guidelines>

ABSTRACT

- ☐ The Abstract structured with (headings) emphasis on: **Aim, Methods, Results** and ending with one or two sentences of **Conclusion** summarizing the message of the article.
- ☐ To optimize your abstract for search-engines please see <http://authorservices.wiley.com/bauthor/seo.asp>
- ☐ Maximum five keywords listed alphabetically and suitable for indexing purposes. The Key Words should neither be too general (eg. infant, infection) nor too specific.
- ☐ Formatted as illustrated below:

Abstract (example)

Aim: To determine whether primary ... (text) **Methods:** In 38 patients with Rett syndrome... **Results:** ... **Conclusion:**

KEY NOTES

- ☐ In Regular Articles, Review Articles and Mini-Reviews, after the Abstract, please sum up your article in three bulleted short sentences of max. 70 words in total, with the aim of creating an easy digestible take-home message for the reader.
- ☐ Key Notes should not introduce facts that are not contained in the abstract.
- ☐ Please note that you should not use abbreviations in Abstract and Key Notes without first using terms in full. They should be regarded as stand-alone items and provide a concise summary of your paper.

FIGURES

- ☐ Publication of figures (black/white and colour) is free of charge.

REFERENCES

- ☐ Text indicators numbered sequentially with Arabic numerals in parentheses
- ☐ Journal title abbreviations conforming with the [Index Medicus](#) listing
- ☐ The [Vancouver Style](#) recommendations followed
- ☐ Presented as illustrated below: (When more than six authors, list first six and then add "et al")

1. Pejovic N, Trevisanuto D, Nankunda J, Tylleskär T. Pilot manikin study showed that a supraglottic airway device improved simulated neonatal ventilation in a low-resource setting. *Acta Paediatr* 2016; 105: 1440–3.
2. Nolan J, Richmond S, Wyllie J. Newborn life support. In Nolan J, editor. *2010 Resuscitation Guidelines*. London, UK: Resuscitation Council (UK), 2010: 118-27
3. Lasjaunias P, ter Brugge KG, Berenstein A. *Surgical neuroangiography : vol. 3: clinical and interventional aspects in children*. Vol. 3. 2nd ed. Berlin, Heidelberg, New York: Springer-Verlag 2001: 1-25.
4. Bellieni CV, Tei M, Coccina F, Buonocore G. Sensorial saturation for infants' pain. *J Matern Fetal Neonatal Med* 2012; 25(Suppl 1); 79-81.

☐ For EndNote users: Please download our style through this link <http://endnote.com/downloads/style/acta-paediatica>

RECOMMENDED NUMBER OF PAGES, REFERENCES, ETC, FOR VARIOUS TYPES OF ARTICLES

Type of article	No. of references	Abstract	Key Notes	Max no. of printed pages	Headings	Keywords
Regular	30	Yes 200 words	Yes	4 (= 12 ms pages*) approx. 3250 words #	Yes	Yes
Short Commentary concerning articles published in the journal	5	No	No	1/2 printed page, or max. 500 words #	No	No
Brief Report	5	No	No	2 printed page, or max 1000 words and 1 table or figure	No	No
Editorial	10	No	No	2 pages, or max. 1500 words	No	No
Clinical Overview	30	Yes 100 words	No	3 (= 9 ms pages*) approx. 2400 words #	No	Yes
EBNEO Commentary	9	No	No	1/2 page, or max. 500 words	No	No
Perspectives/ Paediatric Essays	5	No	No	2 (= 6 ms pages*) approx. 1550 words #	Yes	No
Letter concerning articles published in the journal	3	No	No	1/2 printed page, or max. 500 words #	Yes	No
Review Article	60	Yes 200 words	Yes	8 (= 24 ms pages*) approx. 6650 words #	Yes	Yes
Mini Review	30	Yes 200 words	Yes	4 (= 12 ms pages*) approx. 3250 words #	Yes	Yes
A Different View	10	No	No	2 (= 6 ms pages*) approx. 1550 words #	Yes	No

* Ordinary double-spaced manuscript pages - tables, illustrations and references included (*i.e. the more space tables and illustrations require, the shorter the text*).

Tables and illustrations not included