

## Information for Authors

*Acta Chirurgica Latviensis* is a broad – based journal appearing one time per year, publishing original articles, problem – solving articles, case reports in various branches of surgery and in fields associated with surgery. Meeting announcements are published as well.

As the language of publication is English, only English manuscripts are accepted. Person responsible for English is author of the manuscript. Manuscripts which do not meet acceptable language standards will be returned to authors.

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When reporting experiments on human or animal subjects, authors must indicate whether the procedures performed are in accordance with the ethical standards of the responsible committee on human and animal experimentation.

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## Types of Manuscripts

Authors are invited to submit the following manuscript types for publication: original article, problem – solving article and case report. Manuscripts have to be typewritten on A4 format white paper, Times New Roman, font number 12, one side of the page only, in 1,5 line spacing with 2,5 cm margin.

An original article presenting the results of original research in the form of a full-length study should not exceed 10 – 12 pages (including illustrations and tables). Problem - solving article should not exceed 8 – 10 pages (including illustrations and tables). Case reports should be limited to 2 – 3 pages including 2 – 3 illustrations. Original articles

rank first in importance when determining the order of publication. Problem solving articles and case reports are featured in accordance with available space.

## Structure of Manuscripts

**An original article** has to contain the following sections: title, author(s), institution submitting the paper, summary, main document as well as figures and tables, if applicable.

**Summary** should be confined to essentials and be structured in introduction, aim of the study, materials and methods, results, conclusions and key words.

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**Problem – solving article** has to contain following sections: title (in block letters), author(s), institution submitting the paper, summary and main document, as well as figures and tables, if applicable.

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**Case report** should contain following sections: title (in block letters), author(s), institution submitting the paper, summary and main document, as well as figures and tables, if applicable.

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References should be restricted to the most important and recent papers and should be numbered consecutively in alphabetical order by author following the style showed below. Please specify references in text, tables and legends by Arabic numerals in brackets referring to the respective numbers in the list of references. If authors are mentioned in the text, only the first author should be given followed by et al. whenever the reference has three or more authors. In the numbered reference list at the end of the text the name of the author(s) should be followed by the full title of the paper, the name of the journal in which it has been published (abbreviations according to Index Medicus), year of publication, volume, first and last page.

Articles in journals:

1. Metzelder ML, Kubler J, Petersen C, Gluer S, Nustede R, Ure BM. Laparoscopic nephroureterectomy in children: a prospective study on Ligasure versus Clip/Ligation // *J Pediatr Surg*, 2006; 16:241 – 244  
Chapters from books have to be cited as follows: author(s), title of chapter, editor(s), title of book, edition, place of publication: publisher, year of publication; first and last page of the chapter.

Chapters in books:

2. Elger CE, Kurthen M. Paediatric Epilepsy Surgery // In: Panteliadis CP, Korinthenberg R. Paediatric Neurology. 1st ed. Stuttgart: Georg Thieme Verlag; 2005; 622 – 645

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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 respective photograph.

**Submission.** One copy of the printed manuscript (signed by all authors) and attached CD with the manuscript should be sent to Executive Editor of *Acta Chirurgica Latviensis* (Z. Ābola, MD, Vienības gatve 45, Rīga, LV-1004).

**Revision.** The corresponding author obtains recommendations from the reviewers for revision of the manuscript. Your manuscript should be revised within 2 – 6 months to be represented to the reviewers.

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