

# Instructions for authors

The Hong Kong Dermatology & Venereology Bulletin is the official publication of The Hong Kong Society of Dermatology & Venereology. The Bulletin welcomes the submission of papers on topics related to the field of Dermatology & Venereology. The contributions may be published as Original Articles, Review Articles, Commentaries, Pearls in Dermatology & Venereology, and Case Reports.

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## Manuscript Preparation

### A. General Criteria

Manuscript submitted for publication should fulfill the following criteria:

1. The article should be original, clearly written, and where applicable, with appropriate study method, valid data, and reasonable conclusion.
2. Title page of the manuscript should include the title of article, author's full name and correspondence address specified as below. The title should be short and informative, preferable within 15 words.
3. List of full names (both English and, if applicable Chinese) with a maximum of six authors can be submitted; also include the affiliation and academic qualification of each author.
4. A maximum of two highest academic qualifications will be included for each author.
5. The address of the author for correspondence should be included.
6. The above information on authorship should be put on a separate sheet from the main text, the latter of which can be reviewed anonymously.
7. Spelling of English and medical terms should conform to the Oxford Dictionary and in British style respectively.
8. Arabic numerals should be used for numbers above nine, for designators (e.g. case 1, day 3, etc) and for units for measure; numbers should be spelled out if below 10, at the beginning of sentences, and for fractions below one.
9. Abbreviations should be minimised and, if used, be indicated in brackets and spelt in full when first appear.
10. Generic names of drugs should be used.
11. Tables and illustrations should be on separate sheets with clear titles which enable interpretation without reference to the text.
12. Photographs, in slides, colour prints or electronic file, should be labelled with legends and personal features of identity concealed.
13. References should conform with the Vancouver style and be clearly numbered in the correct order in the text. Journal titles should be abbreviated according to the style of Index Medicus. Up to six authors can be listed. If more than six, list the first six and "et al".

Authors are responsible for checking the accuracy of the references cited.

### B. Sectional Criteria

#### Original Articles/Review Articles/Commentaries

Papers on original research, review or commentary relating to Dermatology & Venereology are welcome. The total length in the text should not exceed 3,000 words. An abstract of less than 100 words together with maximum of five keywords taken from Index Medicus should be included. Chinese translation of the abstract and keywords should be included. Relevant subheadings (e.g. Introduction, Objective, Method, Results, Discussion, Reference) can be used accordingly. Graphs, illustrations and tables should be limited to six and references to 30.

#### Pearls in Dermatology/Venereology: How I manage...

Articles between 500 to 1,000 words with illustrations sharing personal experiences and "trick of the trade" in patient management in Dermatology & Venereology are welcome. An abstract of less than 100 words followed by subheadings of Introduction, Method and Comments are recommended. The number of illustrations should not be more than four and references not more than five. Senior fellows and dermatologists including experts from related fields of specialties are encouraged to contribute.

#### Case Report

Articles up to 1,500 words reporting skin or STI cases of particular interest with relevant subheadings of Introduction, Case Report, and Review (in epidemiology, clinical features, differential diagnosis, histology, treatment) are welcome. An abstract of less than 100 words together with maximum of five keywords taken from Index Medicus should be included. Chinese translation of the abstract and keywords should be included. The number of tables or illustrations should not be more than three; references should not be more than 15.

## Editorial Review and Processing

All articles are subject to editing and review by editorial board and/or peer reviewers. Editors may modify the minor points (such as grammar or spelling) according to the Bulletin style. To minimize delay in processing, author may not necessarily be notified of such modification before publication. The editorial board, together with the advisory board, has the final decision on the content of the published article. Authors are responsible for all statement made in their work, including changes made by editor and authorised by the corresponding author.

## Submission of Manuscript

The manuscript should be word-processed, the preferred software being Chinese/English Microsoft Word 6.0 or above for Windows, and sent in a 1.44 MB 3.5 inch floppy disc together with a printed copy of the manuscript to the editorial office as follow:

Dr. W Y M TANG

Chief Editor

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