

Instruction for Authors

The HEALTH-ACADEMY publishes proof-read original scientific works, original communications, short communications, literature overviews, commentaries, letters to the editor, book reviews and case reviews on Hungarian and English language. Manuscripts dealing with the scientific problems of health science and its adnexes will be primarily published.

Types of manuscript:

I. Original articles: Extent 1500-4000 words, at most 8 tables and/or figures. The Hungarian and English abstract, the figures, tables and the literary quotations may exceed this number.

Layout of original articles

1. title page
2. abstract (in Hungarian and in English)
3. keywords (in Hungarian and in English)
4. abbreviations
5. text (introduction/aims and objectives, materials and methods, results and discussion)
6. bibliography
7. tables
8. figures
9. pictures.

1. The **title page** should include the title of the manuscript without any abbreviation, the full name and academic addresses of the author(s), the address, e-mail contact and telephone number for correspondence, an addition, a short professional CV should be attached, in order to introduce the author to the readers.

2. The two **abstracts** (both in Hungarian and English) should not exceed 250 words and should not include abbreviations and dissection. It should include the most important statements of the paper, the data and results. It should contain the introduction, method, results and discussion, and it should be written with particular care, should the reading of the abstract be enough to understand the essence of the article.

3. It is necessary to give the **keywords** after the abstract (up to 5), with recommendation of the Index Medicus, **both in Hungarian and English language**.

4. It is necessary to draw up a separate list about the universally not accepted abbreviations occurring in the manuscript.

5. Considering the editing of the manuscript the article should divide into introduction/objective, materials and methods, results and discussion parts.

II. Short article: up to 1500 words

III. Literature overview: up to 5000 words

IV. Commentary: up to 2000 words

V. Letter to the editor: up to 400 words and 4 references

VI. Book review: up to 400 words, with pictures

Formal viewpoints

The manuscript should be written with an electronic word processing procedure, Microsoft Word .doc or .rtf (rich text format) with 12 font size Times New Roman, 1,5 line space, row exclusion, 2, 5 cm margin distances everywhere. Paragraphs should be separated with an Enter; the rows should not begin farther in.

Page breaks, section breaks in the text are not allowed. The extent of the manuscript 25 rows per side, 90 downbeats per line with spaces, with 1,5 line space.

Tables, figures, pictures

The accurate title of the pictures, figures and tables has to be given, referring in the text should be clear, indicated with numbers. Pictures, figures and tables should be grouped after the bibliography, not inserted into the text. Figures and photographs should be made in black and white. The manuscript should include not more than 8 figures.

It is necessary to give the references in the order of the textual appearance. Only those literary references can be listed which are mentioned in the text. In case of two or three authors, the authors' names should be separated from each other with a comma. In case of more than four authors after the fourth name „et al. (and others) should be written. In naming the journals the international abbreviations should be given (according to the abbreviation accepted by PubMed). In case of Internet reference it is necessary to show the time of the contact.

Examples for references:

Reference of articles:

Adany R, Hajdu PV, Szekes G, Voko Z et al. Public health challenges of the 21st century and the role of schools of public health in Central and Eastern Europe. *Public Health Rev.* **2002**; 30: 15-33.

Reference for books/part of a book:

Lampé L. Szülésznek könyve. Budapest - Medicina Könyvkiadó **2004**; 99-106.

Stauder A. Allergia és asztma. In: Kopp M., Kovács M. E. eds. A magyar népesség életminősége az ezredfordulón. Budapest - Medicina Könyvkiadó **2006**; 494-506.

The acceptance of manuscripts

The judgement of the received manuscripts takes place according to the undermentioned ones: In connection with the manuscript and their review process the editorial office gives information exclusively to the authors and reviewers, who may not prepare a copy for themselves from the article. Similarly, the editorial office keeps no copy for itself from the work or its details. The journal publishes original and short publications, professional reviews, comments, letters to the editor, case- and book reviews. The review process of the manuscripts happens secretly. Two independent experts review the manuscripts, one signed and an identical but unsigned written opinion will be sent to the editor-in-chief/ editor. If correction or supplement is necessary, the editor sends the manuscript back to the authors attaching his/her own signed opinion, enclosing the opinion of the reviewers.

The review of the manuscripts takes 8 weeks, feedback will be sent to the authors. The final acceptance of the manuscripts occurs in case of works fitting totally into the formal requirements. The rejected manuscripts will not be sent back, they will be destroyed. The manuscripts should be sent electronically to Dr. Kriszbacher Ildikó, the responsible general editor.

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