

# Instructions for Authors

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## Scope

*Open Agriculture* is an international peer-reviewed open access journal that publishes original research, reviews and news in the emerging field of Agriculture. Our central goal is to provide a hub for researchers working across all species to present their discoveries, and to be a forum for the discussion of the important issues in the field. The journal accommodates a variety of exposition styles and formats to help scientists with diverse backgrounds interact. The journal publishes in Open Access and only peer-reviewed papers. The peer-review process is single-blinded.

*Open Agriculture* has article processing charges (APCs) – **1000 EURO** (plus VAT (if applicable), plus money transfer charges). For more information please read Article Processing Charges document available in the supplementary information section on the journal homepage.

## Editorial Policy

### **Unpublished material**

Submission of a manuscript implies that the work described is not copyrighted, published or submitted elsewhere, except in abstract form. The corresponding author should ensure that all authors approve the manuscript before its submission.

### **Conflict of interest**

When authors submit a manuscript, they are responsible for recognizing and disclosing financial and/or other conflicts of interest that might bias their work and/or could inappropriately influence his/her judgment. If no specified acknowledgement is given, the Editors assume that no conflict of interest exists.

### **Copyright**

All authors retain copyright, unless – due to their local circumstances – their work is not copyrighted. The use of each article will be governed by the Creative Commons Attribution license. The corresponding author grants De Gruyter the license to use of the article, by signing the [License to Publish](#). Scanned copy of fully completed License to Publish should be sent to the journal, as soon as possible.

### **Authorship**

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as coauthors. Where there are others who have participated in certain substantive aspects of the research project, they should be named in an Acknowledgement section. ***The list of authors cannot be changed after the original submission without the permission of the Editorial Office. Any changes in the co-authorship list will be a subject of investigation and will require authors to adhere to Editorial Office recommendations.*** For more details about the role of authors please see: <https://www.degruyter.com/publishing/for-authors/for-journal-authors/role-of-authors>.

### **Data sharing policy**

Open Agriculture journal requires authors to follow data sharing policy. Research data should be made widely available to the research community in order to demonstrate the robustness and validity of the research presented in the journal, to encourage replication of the results, and to provide the community with opportunities to learn. ***By publishing in the journal authors are required to provide a data availability statement (DAS) in their articles.*** Authors are encouraged to share their data but not required to. The decision to publish will not be affected by whether or not authors share their research data.

### Peer review process

The Editors reserve the right to decline the submitted manuscript without review, if the studies reported are not sufficiently novel or important to merit publication in the journal. Manuscripts deemed unsuitable (insufficient originality or of limited interest to the target audience) are returned to the author(s) without review. The Editor seeks advice from experts in the appropriate field. Research articles and communications are refereed by a minimum of two reviewers, review papers by at least three. The journal uses single-blind peer review model. Authors are requested to suggest persons competent to review their manuscript. However, please note that this will be treated only as a suggestion, and the final selection of reviewers is exclusively the Editor's decision. The final decision of acceptance is made by Managing Editor or, in case of conflict, by the Editor-in-Chief.

### Scientific misconduct

This journal publishes only original manuscripts that are not also published or going to be published elsewhere. Multiple submissions/publications, or redundant publications (re-packaging in different words of data already published by the same authors) will be rejected. If they are detected only after publication, the journal reserves the right to publish a Retraction Note. In each particular case Editors will follow [COPE's Core Practices](#) and implement its advice.

### Electronic Submission

*Open Agriculture* encourages the submission of both substantial full-length bodies of work and shorter manuscripts that report novel findings. There are no specific length restrictions for the overall manuscript or individual sections; however, we urge the authors to present and discuss their findings in a concise and accessible manner. All submitted manuscripts must be written in English language. **Please note that all co-authors will receive a notification e-mail after submission and be required to register and confirm their co-authorship.** The progress of the editorial process will depend on fulfilment of this condition.

Manuscripts submitted under multiple authorship are reviewed on the assumption that all listed authors concur in the submission and are responsible for its content; they must have agreed to its publication and have given the corresponding author the authority to act on their behalf in all matters pertaining to publication. The corresponding author is responsible for informing the co-authors about manuscript status throughout the submission, review, and production process. All submissions must be made via online submission system Editorial Manager (<https://www.editorialmanager.com/opag>). In case of problems, please contact our Editorial Office.

### Publication formats

*Open Agriculture* considers submissions of:

- **Research Article:** The default format for reporting research results. There is no length restriction.
- **Review Article:** Used to submit literature reviews on a topic of interest. The article should contain a broad, balanced and fair perspective of the topic, identifying trends and/or gaps in the literature or providing a new synthesis of existing literature. Reviews should be scientifically sound and should describe the most relevant and recent contributions.
- **Short Communication:** This format is intended for the presentation of brief observations that do not warrant full-length papers. An empirical report resulting from analysis of collected data to address one or more research questions and/or hypotheses.
- **Commentary**
- **Letter to the Editor**

### Electronic formats allowed

We accept submission of text, tables and figures as separate files or as a composite file. For your initial submission, we recommend you upload your entire manuscript, including tables and figures, as a single PDF file. If you are invited to

submit a revised manuscript, please provide us with individual files: an editable text and publication-quality figures. Text files can be submitted in the following formats:

- MS Word – standard DOCUMENT (.DOC)
  - RICH TEXT FORMAT (.RTF)
  - PDF (not applicable for re-submitted or accepted manuscripts, see below).
- **Tables** should be submitted as MS Word or PDF (not applicable for re-submitted or accepted manuscripts, see below). Please note that a straight Excel file is not an acceptable format.
- **Graphics files** can be submitted in any of the following graphic formats: EPS; BMP; JPG; TIFF; GIF or PDF. Please note that Powerpoint files are not accepted.

Post-acceptance, text files of the revised manuscript and tables are required for use in the production. Authors should clearly indicate the location(s) of tables and figures in the text if these elements are given separately or at the end of the manuscript. If this information is not provided to the editorial office, we will assume that they should be left at the end of the text.

### **First-time submission of manuscripts**

It is important that authors include a cover letter with their manuscript. Please explain why you consider your manuscript to be suitable for publication in *Open Agriculture*, why your paper will inspire the other members of your field, and how will it drive academic discussion forward.

### **Submission of revised articles**

Resubmitted manuscripts should be accompanied by a letter outlining a point-by-point response to Editor's and reviewers' comments and detailing the changes made to the manuscript. A copy of the original manuscript should be included for comparison if the Editor requests one. If it is the first revision, authors need to return the revised manuscript within **28 days**; if it is the second revision, authors need to return the revised manuscript within **14 days**. Additional time for resubmission must be requested in advance. If the above-mentioned deadlines are not met, the manuscript will be treated as a new submission.

***For re-submitted manuscripts, please provide us with an editable text and publication-quality figures. Supply any figures as separate high-resolution, print-ready digital versions.*** In addition to the editorial remarks, authors are asked to take care that they have prepared the revised version according to the Journal's style.

## **Organization of the Manuscript**

We draw particular attention to the importance of carefully preparing the title, keywords and abstract, as these elements are indicators of the manuscript content in bibliographic databases and search engines.

### **Title**

We suggest the title should be informative, specific to the project, yet concise (200 characters or fewer). Please bear in mind that a title that is comprehensible to a broad academic audience and readers outside your field will attract a wider readership. Avoid specialist abbreviations and non-standard acronyms. Titles should not be presented in title case (words should not be capitalized). Please also provide a brief "running title" of not more than 70 characters.

### **Authors, affiliations, addresses**

Please, provide the first names (or initials – if used), middle names (or initials – if used), and surnames for all authors. Affiliations should include:

- Department
- University or organization
- City
- Postal code (*optional*)
- State/province (*optional*)
- Country

One of the authors should be designated as the corresponding author to whom inquiries regarding the paper should be directed. It is the corresponding author's responsibility to ensure that the author list and the summary of the author contributions to the study are accurate and complete.

### **Abstract**

The abstract should not exceed **250 words**. The abstract should give a summary of the content of the paper. Mention the main findings without going into methodological detail and summarize briefly the most important items of the paper. Because the abstract will be published separately by abstracting services, it must be complete and understandable without reference to the text.

### **Keywords**

List keywords for the work presented (maximum of **6**), separated by commas. We suggest that keywords do not replicate those used in the title.

### **Introduction**

The introduction should put the focus of the manuscript into a broader context and should supply sufficient background information to allow the reader to understand and evaluate the results without referring to previous publications on the topic. As you compose the introduction, think of readers who are not experts in this field. Include a brief review of the key literature - use only those references required to provide the most salient background rather than an exhaustive review of the topic. Relevant controversies or disagreements in the field should be mentioned so that a non-expert reader can delve into these issues further. The introduction should conclude with a brief statement of the rationale for the study, the hypothesis that was addressed or the overall purpose of the experiments reported, and should provide a comment about whether that aim was achieved.

### **Methods**

This section should include sufficient technical information to enable the experiments to be reproduced. Protocols for new methods or significant modifications to existing methods should be included, while previously published or well established protocols should only be referenced. Describe new methods completely and give sources of unusual chemicals, equipment, strains etc. Studies presented should comply with our recommendations for distribution of materials and data (see below). In theoretical papers comprising the computational analyses, technical details (methods, models applied or newly developed) should be provided to enable the readers to reproduce the calculations.

### **Results**

This section should provide statistical analyses of all of the experiments that are required to support the conclusions of the paper. Reserve extensive interpretation of the results for the Discussion section. Details of experiments that are peripheral to the main thrust of the article and that detract from the focus of the article should not be included. Present the results as concisely as possible in text, table(s), or figure(s) (see below). Avoid extensive use of graphs to present data that might be more concisely presented in the text or tables. Graphs illustrating methods commonly used need not be shown except in unusual circumstances. Limit photographs to those that are absolutely necessary to show the experimental findings. Number figures and tables in the order in which they are cited in the text, and be sure to cite all figures and tables. Styles and fonts should match those in the main body of the article. Large datasets, including raw data, should be submitted as supporting files. The section may be divided into subsections, each with a concise subheading.

### **Discussion**

Discussion should provide an interpretation of the results in relation to previously published work and to the experimental system used. It should not contain extensive repetition of the Results or reiteration of the Introduction.

This section should spell out the major conclusions of the work along with some explanation or speculation on the significance of these conclusions. The discussion should be concise and tightly argued.

**Authors' Statements (For detailed information please see our Author's Statements document)**

**Acknowledgments** (*if applicable*)

This section should describe recognition of personal assistance: people who contributed to the work, but do not fit the criteria for authors should be listed along with their contributions. You must ensure that anyone named in the acknowledgments agrees to being so named.

**Funding information** (*mandatory*)

This section should describe sources of funding that have supported the work.

**If there is no research funding, please write:** Authors state no funding involved.

**Author contributions** (*mandatory*)

Please include proper contribution categories for each author in a form of a list e.g. JZ - conceptualization; GM - formal analysis...).

**Conflict of interest** (*mandatory*)

To ensure fair and objective decision-making, authors must declare any associations that pose a conflict of interest (financial, personal or professional) in connection with evaluated manuscripts. Non-financial competing interests include a declaration of political, personal, religious, ideological, academic, and intellectual competing interests. Authors from pharmaceutical companies, or other commercial organizations that sponsor clinical trials, should declare these as competing interests on submission.

**If there is no conflict of interest, please write:** Authors state no conflict of interest.

**Data availability statement** (*mandatory*)

In accordance with our data sharing policy, the final manuscript that reports results derived from research data must include a Data Availability Statement (DAS). The provision of a DAS will be verified as a condition of publication. The DAS should include information on where data supporting the results reported in the article can be found, including, where applicable, hyperlinks to publicly archived datasets analysed or generated during the study. Where research data are not publicly available, this must be stated in the manuscript along with any conditions for accessing the data.

Please use one of the following statements:

- The datasets generated during and/or analysed during the current study are available in the [NAME] repository, [PERSISTENT WEB LINK TO DATASETS]
- The datasets generated during and/or analysed during the current study are available from the corresponding author on reasonable request.
- Data sharing is not applicable to this article as no datasets were generated or analysed during the current study.
- All data generated or analysed during this study are included in this published article [and its supplementary information files].
- The data that support the findings of this study are available from [third party name] but restrictions apply to the availability of these data, which were used under license for the current study, and so are not publicly available. Data are however available from the authors upon reasonable request and with permission of [third party name].

**Please note, other statements** (e.g. Informed consent, Authorization for the use of human subjects, Authorization for the use of experimental animals) should be **additionally elaborated in the methodological section of your manuscript.**

### References

Because all references will be linked electronically to the papers they cite, proper formatting of the references is crucial. A complete reference should give the reader enough information to find the relevant article. Please pay particular attention to spelling, capitalization and punctuation. **Completeness of references is the responsibility of the authors.**

References should be listed and numbered in the order that they appear in the text. In the text, citations should be indicated by the reference number in brackets [1]. Multiple citations should be separated by commas [1,2]. Where there are more than three sequential citations, they should be given as a range [1–4]. References in figure captions and tables should be listed after references in the text.

Published or accepted ('in press') manuscripts, books and book chapters, and theses should be included in the reference list. References to published meeting abstracts should be kept to a minimum. For all references, list the first six authors; add "et al." if there are additional authors. Standard abbreviations of journal names according to the style used for MEDLINE should be used. **Please use the Vancouver/ICMJE style for the reference list.**

### Example:

[1] Rose ME, Huerbin MB, Melick J, Marion DW, Palmer AM, Schiding JK, et al. Regulation of interstitial excitatory amino acid concentrations after cortical contusion injury. *Brain Res.* 2002;935(1-2):40–6. doi: 10.1016/s00068993(02)02445-9.

### Figures and figure legends

Authors may use photographs, schemes, diagrams, line graphs and bar charts to illustrate their findings. Figures included with online submissions should be suitable for onscreen viewing and desktop printing. High resolution images should be provided on request or on manuscript acceptance. The figures and their lettering should be clear and easy to read, e.g., no labels should be too large or too small. Photomicrographs should include a scaled bar and indicate the size. We remind authors that it is not acceptable scientific conduct to modify any separate element within an image (adjustments of the entire image in brightness, contrast and color balance are justified only if they do not misrepresent the original, observed data). Composite figures composed of grouped images such as insets from different fields or separate parts of gels must be explained in the figure legend and differentiated by use of dividing lines or other means to make composites unambiguous. Figures should be numbered consecutively using Arabic numerals and referred to in the text by number. Figure legends should follow the main text, each on a separate page. Each figure legend should have a concise title and should provide enough information so that the figure is understandable without frequent reference to the text. It should inform the reader of key aspects of the figure, but the figure should also be discussed in the text. The legend should be succinct, while still explaining all symbols and abbreviations. Avoid lengthy descriptions of methods. **Important: if any of the figures used are copyrighted, authors need to obtain permission from the copyright owner to reproduce these figures. The source of the figure has to be acknowledged in the figure legends.**

### Tables and table captions

Tables must include enough information to warrant table format and should be used only where information cannot be presented in the text. Tables should be typed as text, using either 'tabs' or a table editor for layout; please do not use graphics software to create tables. Tables occupying more than one printed page should be avoided, if possible; larger tables can be published as an appendix. Do not use picture elements, text boxes, tabs, or returns in tables. Tables that contain artwork, chemical structures, or shading must be submitted as illustrations. Tables should be numbered

consecutively using Arabic numerals and referred to in the text by number. Table legends should follow the main text, each on a separate page. Each table should have an explanatory caption which should be as concise as possible. The headings should be sufficiently clear so that the meaning of the data is understandable without reference to the text. Footnotes can be used to explain abbreviations but should not include detailed descriptions of the experiment. Citations should be indicated using the same style as outlined above.

### Equations

In-line equations should be typed as text. The use of graphics programs and 'equation editors' should be avoided.

### Abbreviations

Please keep abbreviations to a minimum. In addition to abbreviations for Systeme International d'Unités (SI) units of measurement, other common units (e.g., bp, kb, and Da), and chemical symbols for the elements, the following should be used without definition: DNA; cDNA; RNA; cRNA; RNase; DNase; rRNA; mRNA; tRNA; AMP, ADP, ATP, dAMP, ddATP, GTP, etc.; ATPase, dGTPase, etc.; NAD; NAD<sup>+</sup>; NADH; NADP; NADPH; NADP<sup>+</sup>; poly(A), poly(dT), etc.; oligo(dT), etc.; UV; PFU; CFU; MIC; Tris; DEAE; EDTA; EGTA; HEPES; PCR; and AIDS. Abbreviations for cell lines (e.g., HeLa) as well as viruses (e.g., HIV-1, JC virus, BK virus) also need not be defined. Non-standard abbreviations should not be used unless they appear at least three times in the text. List all non-standard abbreviations, acronyms and symbols in alphabetical order, along with their expanded form, at the end of the text. Define them as well upon first use in the text.

### Formatting and typesetting

**All pages must be numbered consecutively.** The whole text (including legends, footnotes, and references) should be formatted double-spaced with no hyphenation and automatic word-wrap (no hard returns within paragraphs). Please type your text consistently, e.g. take care to distinguish between '1' (one), 'I' (capital I) and 'l' (lower-case L) and '0' (zero) and 'O' (capital O), etc. Manuscript pages should have line numbers. The font size should be no smaller than 12 points. Footnotes and endnotes should be avoided. Allowable footnotes/endnotes may include: the designation of the corresponding author of the paper, the current address of an author (if different from that shown in the affiliation), abbreviations and acronyms. Do not create symbols as graphics or use special fonts that are external to your word processing program; use the "insert symbol" function. Indicate paragraph lead-ins in bold type and italicize any words that should appear in italics. All Latin names should be italicized, including species names and common structures such as: *et al.*; *in vivo*; *in vitro*; *ex vivo*; *in silico*; etc.; *de novo*; *a priori*; *ab initio*; *vice versa*; *in situ*; *ad hoc*; *sensu stricto*; *i.e.*; *ca.* /*circa*; *n.b.* /*nota bene*. Decimal multiples or submultiples of units are indicated by the use of prefixes. There should be a single space between most units and the corresponding number; the only exceptions are: 1%, 1‰, 1°C, 1°, 1', 1".

### Supplemental material

We encourage authors to submit essential supplementary files that additionally support the authors' conclusions along with their manuscripts (the principal conclusions should be fully supported without referral to the supplemental material). Supplemental material will always remain associated with its article and is not subject to any modifications after publication. The decision to publish the material with the article if it is accepted will be made by the Editor. Supporting files of no more than 10 MB in may be submitted in a variety of formats, but should be publication-ready, as these files will be published exactly as supplied. Material must be restricted to large or complex data sets or results that cannot be readily displayed because of space or technical limitations. Material that has been published previously is not acceptable for posting as supplemental material.

Supporting files should fall into one of the following categories:

- Dataset
- Additional Figure or Table
- Text

- Protocol
- Multimedia - Audio/Video/Animations (AVI, MPEG, WAV, Quicktime, animated GIF or Flash)

If the software required for users to view/use the supplemental material is not embedded in the file, you are urged to use shareware or generally available/easily accessible programs. To prevent any misunderstandings, we request that authors submit a text file (instruction.txt) containing a brief instruction on how to use the files supplied. All supporting information should be referred to in the manuscript, with titles (and, if desired, legends) for all files listed under the heading 'Supporting Information'.

**Review papers** should be organized into Title page, Abstract, Keywords, main body of text with headings/subheadings as appropriate (the first section being invariably the "Introduction"), Author's statements, References list, Table(s), Figures and separate Figure legends (if applicable).

**Short communications** may range in length from communications through to more in-depth studies. Regardless of the length, an article should be a novel and important research study of high quality and of interest to specific research community.

### Nomenclature

We strongly recommend the use of correct and established nomenclature wherever possible. Always report numerical data (length, weight, and volume) in the appropriate SI units. Please refer to International Union of Pure and Applied Chemistry (IUPAC) recommendations available for standard metric units. For these units and for molarity, use the prefixes (p= 10<sup>-12</sup>, n = 10<sup>-9</sup>, μ= 10<sup>-6</sup>, m = 10<sup>-3</sup>, c = 10<sup>-2</sup>, d = 10<sup>-1</sup>, h = 10<sup>2</sup>, k = 10<sup>3</sup>, M = 10<sup>6</sup>, G = 10<sup>9</sup>, etc.). Use μg/ml or μg/g in place of the ambiguous ppm. When fractions are used to express units, it is preferable to use whole units, such as 'g' or 'min', in the denominator instead of fractional or multiple units, such as μg or 10 min (for example 'pmol/min' is preferable to 'nmol/10 min', and 'μmol/g' is preferable to 'nmol/μg'). It is also preferable that an unambiguous form such as exponential notation be used; for example, 'μmol g<sup>-1</sup> min<sup>-1</sup>' is preferable to 'μmol/g/min'.

Units of temperature are presented in degrees centigrade (i.e. 37°C).

The recognized authority for the names of chemical compounds is Chemical Abstracts. For guidelines to the use of biochemical terminology, consult Biochemical Nomenclature and Related Documents. Do not express molecular weight in Daltons: molecular weight is a unitless ratio; molecular mass is expressed in daltons. For enzymes, use the recommended name assigned by the Nomenclature Committee of the International Union of Biochemistry. Use the EC number when one has been assigned.

For genes, proteins, strains, clones etc. use the recommended name by consulting the appropriate genetic nomenclature database. Genes, mutations, genotypes, and alleles should be indicated in italics; protein products of the loci are not italicized. It is sometimes advisable to indicate the synonyms for the gene the first time it appears in the text. Gene prefixes such as those used for oncogenes or cellular localization should be shown in roman: v-fes, cMYC, etc.

### Distribution of materials and data

The publication of an article in Open Agriculture is subject to the understanding that authors will make all data and associated protocols available to readers on request. The Methods section should include details of how materials and information may be obtained. In cases of dispute, authors may be required to make any primary data available to the Journal Editor.

The authors are encouraged to distribute freely any materials used in experiments (cells, strains, clones, antibodies etc.) to academic researchers for their own use. Authors are expected to use established public repositories wherever possible. All newly reported data including datasets, images, and information (Nucleotide and Amino Acid Sequences, Structural Determinations, Microarray Data, Genomic and Proteomic studies, Taxonomy etc.) should be deposited in

public resources and must be accessible without restriction from the date of publication. Please provide the relevant entry name, accession number or identification code in the Methods section. Please note that an author's web site is not acceptable for providing this type of information. Authors must deposit their data before submitting their manuscripts, or update data already available, so that editors and referees can retrieve the information directly from the database. Referees may be asked to comment on the terms of access to materials, methods and/or datasets, and Editors reserve the right to refuse publication in cases where authors are unable to provide adequate assurances that essential resources will be made freely available to the community.

Suggested databases include, but are not limited to:

- ArrayExpress
- BioModels Database
- Center for Information Biology Gene Expression Database (CIBEX)

Database of Interacting Proteins

- DNA Data Bank of Japan (DDBJ)
- EMBL Nucleotide Sequence Database
- fMRI Data Center
- GenBank
- Gene Expression Omnibus (GEO)
- Nucleic Acid Database
- Protein Data Bank
- UniProtKB/Swiss-Prot

In addition, as much as possible, please provide accession numbers or identifiers for all entities such as genes, proteins, mutants, diseases, etc., for which there is an entry in a public database, for example:

- Ensembl
- Entrez Gene
- FlyBase
- InterPro
- Mouse Genome Database (MGD)
- Online Mendelian Inheritance in Man (OMIM)

In the case of new software, source code should ideally be made available, for example as supporting information with the rest of the paper, or by deposition at a publicly accessible resource such as sourceforge.net. For a new algorithm, a detailed description should be published in the paper. In cases where the software/algorithm is not central to the paper, we nevertheless encourage authors to make all relevant materials freely available. Software can be provided under license where necessary, but any restrictions on the availability or on the use of materials might be judged to diminish the significance of a paper, and therefore influence the decision about whether a paper should be published subject to those conditions.

#### **Authorization for the use of experimental animals or human subjects**

Manuscripts containing information related to human or animal use should clearly state that the research has complied with all relevant national regulations and institutional policies and has been approved by the authors' institutional review board or equivalent committee. These statements should appear in the Methods section (or for contributions without this section, within the main text or in the captions of relevant figures or tables). Copies of the guidelines and policy statements must be available for review by the Editor if necessary. The editors reserve the right to seek additional information or guidance from reviewers in any cases in which concerns arise. Research using animal subjects should be conducted according to the **Principles of Laboratory Animal Care** and similar documents, (e.g. <http://grants.nih.gov/grants/olaw/olaw.htm>).

For manuscripts reporting experiments on live vertebrates or higher invertebrates, authors must identify the committee approving the experiments, and must confirm that all experiments were performed in accordance with relevant regulations. Clinical investigation with human subjects must have been conducted by following the tenets of the **Helsinki Declaration** (<https://www.wma.net/policies-post/wma-declaration-of-helsinki-ethical-principles-for-medical-research-involving-human-subjects/>). For manuscripts reporting experiments involving human subjects, authors must identify the committee or review board approving the experiments, and provide a statement indicating approval of the research.

Our human participant policy conforms to the **Uniform Requirements of the International Committee of Medical Journal Editors** (<http://www.icmje.org/>). Patients have a right to privacy that should not be infringed upon without informed consent. Identifying information (patients' names, hospital unit numbers) should not be published unless the information is essential for scientific purposes and the patient (or parent or guardian) gives written informed consent for publication. Information about the signed document of informed consent obtained from participants should appear as an appropriate statement in the published article. We encourage authors to submit a sample of a patient consent form, and may require additional submissions on some occasions.

### **Outline of the production processes**

Once an article has been accepted for publication, the manuscript files are transferred into our production system to be language-edited and formatted. Language and technical editors reserve the privilege of editing manuscripts to conform with the stylistic conventions of the journal. Once the article has been typeset, PDF proofs are generated so that authors can approve all editing and layout.

#### **Electronic proofs**

Proofreading should be carried out once a final draft has been produced. ***Since the proofreading stage is the last opportunity to correct the article to be published, the authors are requested to make every effort to check for errors in their proofs before the paper is posted online.*** Please note that only essential changes can be made at this stage and extensive corrections, additions, or deletions will not be allowed. Limit changes to correction of spelling errors, incorrect data, grammatical errors, and updated information for references to articles that have been submitted or are in press. If URLs have been provided in the article, recheck the sites to ensure that the addresses are still accurate and the material that you expect the reader to find is indeed there. Important new information that has become available between acceptance of the manuscript and receipt of the proofs may be inserted into the proof with the permission of the editor.

Additionally, authors may be asked to address remarks and queries from the language and/or technical editors. Queries are written only to request necessary information or clarification of an unclear passage or to draw attention to edits that may have altered the sense. Please note that language/technical editors do not query at every instance where a change has been made. It is the author's responsibility to read the entire text, tables, and figure legends, not just items queried. Major alterations made will always be submitted to the authors for approval.

Manuscripts submitted under multiple authorship are published on the assumption that the final version of the manuscript has been seen and approved by all authors. The Corresponding author will receive e-mail notification when a downloadable PDF file is available and should return comments on the proofs within a maximum of 3 days of receipt. Comments should be e-mailed to Journal Editor. Please note that they should not be faxed, nor mailed or sent by a courier service to the Editorial Office.

#### **Immediate publication**

Manuscripts ready for publication are promptly posted online. The manuscripts are considered to be ready for publication when the final proofreading has been performed by authors, and all concerns have been resolved. Authors should notice that no changes can be made to the articles after online publication.



**Erratum**

If any errors are detected in the published material, they should be reported to the Editor in Chief and Managing Editor. The corresponding author(s) should send the appropriate corrected material to the Managing Editor via email. The material will be considered for publication as soon as possible.

For more information on De Gruyter publishing ethics please visit: <https://www.degruyter.com/publishing/for-authors/for-journal-authors/publishing-ethics>