

THE LANCET

Formatting guidelines for electronic submission of revised manuscripts

Manuscripts

Send your manuscript, including text, references, figure legends, and tables, on a 3·5" (9 cm) floppy disk, 100mb Zip disk, CD-ROM, or by e-mail to the editor dealing with your paper. We prefer to use Word in PC format.

Save your tables in a separate file from the rest of the manuscript.

Label the disc with the reference number of the manuscript, name of the first author, word-processing program, the file names, and the date.

Formatting—

- Use **bold**, *italic*, ^{superscript}, and _{subscript}.
- Type a single space at the end of each sentence.
- Type decimals points midline (ie, 23·4, not 23.4) (to create a midline decimal on a PC: hold down ALT key and type 0183 on the number pad, or on a Mac: ALT shift 9).
- Use single hard-returns to separate paragraphs.
- Do not use tabs or indents to start a paragraph.
- Do not use automating features of your software, such as hyphenation, endnotes, headers, or footers (especially for references). You can use page numbering.

References—

- Cite references in the text sequentially in the Vancouver numbering style, as a superscripted number after any punctuation mark. For example:
 . . . as Saito and colleagues reported.¹⁵
- If the references “move” between text into tables or figures, maintain the sequence of citation.
- Here is an example for a journal reference (note the use of tab, bold, italic, and the en rule or “long” hyphen) (to create an en rule on a PC: hold down CTRL key and minus sign on the number pad, or on a Mac: ALT hyphen):
 15[tab]Saito N, Ebara S, Ohotsuka K, Kumeta, Takaoka K. Natural history of scoliosis in spastic cerebral palsy. *Lancet* 1998; **351**: 1687–[en rule]92.
- Give any subpart to the title of the article.
- Give all the authors for a reference, and we will style them.
- Give any editors and the publisher and city of publication for a book.
- Do not put references in the Summary.

Problems/Helpline—

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THE LANCET

Formatting guidelines for electronic submission of artwork

Artwork

*CMYK=cyan, magenta, yellow and black
 †RGB=red, green, blue

Line art/diagrams—

- We can accept original files of graphs, diagrams, etc (not photographs) created in Adobe Illustrator, FreeHand, CorelDraw, Microsoft Word, and Excel. Please do not import illustrations into Powerpoint or Word if they have originally been created in other software. If the illustrations are drawn in other software packages please contact us using the e-mail addresses below so that we can advise.
- All artwork should be created to final size or slightly larger. A single *Lancet* column is 80 mm wide, a double column is 168 mm, for articles and research letters. Column widths for correspondence letters are 52, 109, or 168 mm.
- Illustrations downloaded from websites have to be recreated and are often difficult to replicate accurately. Please avoid wherever possible.

Photographs—

- Photographs can be accepted as original Photoshop files or in TIFF, JPEG, EPS, PDF format, or Powerpoint.
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- Illustrations are printed as CMYK*. If images are supplied as RGB†, there could be colour differences. Also please note that colours differ slightly between the computer monitor and the printed page.
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Supplying artwork—

- Submit your artwork on a 3.5" (9 cm) floppy disk, 100mb Zip disk, CD-ROM, or by e-mail to the editor dealing with your paper.
- Use programs such as Stuffit or SEA to compress artwork files. Do not use LZW compression.

Problems/Helpline—

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