

PLEURA

Manuscript Submission Guidelines

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PLEURA will publish original basic and clinical research, critical reviews, clinical perspectives, interventional techniques, cases and editorials related to pleural diseases. Topics include trauma and emergencies, pneumothorax, malignancies and metastases, TB, pleurisy, pleural effusions, pleural tumors, needle biopsy, thoracentesis, bronchoscopy, radiographic and pathologic diagnosis, needle biopsy, photodynamic therapy, radiographic-guided interventions, chest drainage, chest surgery and other subjects of interest to our readers.

An introductory Article Processing Charge (APC) of \$50. The APC is payable upon acceptance.

1. Open Access

PLEURA is an Open Access publication; all articles are freely available online immediately upon publication. All articles are rigorously peer-reviewed and brought to publication as rapidly as possible. Production costs are covered by Article Processing Charges (APC) paid by the author/institution/funder/sponsor upon acceptance of their manuscript. (More information below). There is no charge for submitting a paper to *PLEURA*.

2. Peer Review Policy

Following a preliminary triage to eliminate submissions unsuitable for *PLEURA*, all papers are sent out for review. The cover letter is important. To help the Editor in his preliminary evaluation, please indicate why you think the paper is suitable for publication. If your paper should be considered for fast-track publication, please explain why. The journal's policy is to have manuscripts reviewed by two expert reviewers. *PLEURA* utilizes a double-blind peer review process in which reviewer and author names and information are withheld from the other. Reviewers may at their own discretion opt to reveal their name to the author in their review, but our standard policy practice is for their identity to remain concealed. While maintaining rigor, all manuscripts are reviewed as rapidly as possible. Reviewers make comments to the author and recommendations to the Editor-in-Chief who then makes the final decision regarding acceptance.

3. Article Types

- **Original Research Articles**
- **Review Articles**
- **Topical Reviews**
- **Clinical Reviews**
- **Case Reports**
- **Related Images**
- **Related Pathology**
- **Letters**

4. Publication Fees

Upon acceptance of your manuscript, you will be charged a one-time Article Processing Charge (APC). This fee covers the cost of publication and ensures that your article will be freely available worldwide.

Once the APC has been processed, your article will be prepared for publication and can appear online within an average of 20 working days.

The Introductory Article Processing Charge (APC) of \$50 is payable upon acceptance of the manuscript.

5. Authorship

Papers should only be submitted for consideration once the authorization of all contributing authors has been gathered. Those submitting papers should carefully check that all those whose work contributed to the paper are acknowledged as contributing authors.

The list of authors should include all those who can legitimately claim authorship. This comprises all those who have:

1. made a substantial contribution to the concept and design, acquisition of data, or analysis and interpretation of data,
2. drafted or reviewed the article critically for important intellectual content and,
3. approved the version to be published.

Authors should meet the conditions of all of the points above. Each author should have participated sufficiently in the work to take public responsibility for appropriate portions of the content.

When a large, multicenter group has conducted the work, the group should identify the individuals who accept direct responsibility for the manuscript. These individuals should meet the criteria for authorship fully.

Acquisition of funding, collection of data, or general supervision of the research group alone does not constitute authorship.

All contributors who do not meet the criteria for authorship should be listed in the Acknowledgments section. For additional details on authorship, please refer to the ICMJE Authorship guidelines at <http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>.

6. How to Submit Your Manuscript

Before submitting your manuscript, please ensure that you have carefully read and adhered to all of the guidelines and instructions to authors provided below. Manuscripts not conforming to these guidelines may be returned. If you would like additional Manuscript Guidelines or Help, please email us at manuscript@pleuralsociety.org.

Submissions to *PLEURA* should be made via the link:

www.Pleuralsociety.org>Journal>Information for Authors>Submit a Manuscript

All papers must be submitted via the online system. If you would like to discuss your paper prior to submission, please refer to the contact details below.

If you seek advice on the submission process please contact the Editor-in-Chief: Maher Tabbā, M.D. at mtabba@pleuralsociety.org.

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8. Statements and Conventions

At the end of your article, Acknowledgments should appear first, followed by your Declaration of Conflicting Interests, funding acknowledgment, any notes, and then your references.

8.1 Acknowledgments

All contributors who do not meet the criteria for authorship should be listed in an 'Acknowledgments' section. Examples of those who might be acknowledged include a person who provided purely technical help or writing assistance or a department chair who provided only general support. Authors should disclose whether they had any writing assistance and identify the entity that paid for this assistance.

8.2 Declaration of Conflicting Interests

Within your Journal Contributor's Publishing Agreement you will be required to make a certification with respect to a declaration of conflicting interests. It is the policy of *PLEURA* to require a declaration of conflicting interests from all authors, enabling a statement to be carried within the numbered paginated pages of all published articles.

Please include any declaration at the end of your manuscript after any acknowledgments and prior to the references, under the heading 'Declaration of Conflicting Interests'. If no declaration is made, the following will be printed under this heading in your article: 'None Declared'. Alternatively, you may wish to state that 'The Author(s) declare(s) that there is no conflict of interest'.

When making a declaration, the disclosure information must be specific. It should include any financial relationship that article authors have with any sponsoring organization and for-profit interests the organization represents and with any for-profit product discussed or implied in the text of the article.

Additionally, to assist the Editor in evaluating whether sufficient disclosure has been made within the Declaration of Conflicting Interests provided in the article, any commercial or financial involvement that might represent an appearance of a conflict of interest needs to be disclosed in the covering letter accompanying your article

8.3 Funding Acknowledgments

To comply with the guidance for research funders, authors and publishers issued by the Research Information Network (RIN), *PLEURA* additionally requires all authors to acknowledge their funding in a consistent fashion under a separate heading. Please visit [The Committee on Publication Ethics \(COPE\)](#) website for its Guidelines on Good Publication Practice (2003).

Where no specific funding has been provided for the research, we ask the corresponding author to use the following sentence: “This research received no specific grant from any funding agency in the public, commercial or not-for-profit sectors.”

8.4 Other Statements

8.4.1 Research Ethics

All papers reporting animal and human studies must state whether written consent was obtained from the local Ethics Committee or Institutional Review Board. **Please ensure that you have provided the full name and institution of the review committee and an Ethics Committee reference number.**

We accept manuscripts that report human and/or animal studies for publication only if it is made clear that investigations were carried out to a high ethical standard. Studies in humans which might be interpreted as experimental (e.g., controlled trials) should conform to the Declaration of Helsinki <http://www.wma.net/en/30publications/10policies/b3/index.html>. Typescripts must include a statement that the research protocol was approved by the appropriate ethics committee. In line with the Declaration of Helsinki 1975 (revised Hong Kong 1989), we encourage authors to register their clinical trials (at <http://clinicaltrials.gov> or other suitable databases identified by the ICMJE - http://www.icmje.org/publishing_10register.html). If your trial has been registered, please state this on the Title Page. When reporting experiments on animals, indicate on the Title Page which guideline/law on the care and use of laboratory animals was followed.

8.4.2 Patient consent

Authors are required to ensure that the guidelines recommended by the International Committee of Medical Journal Editors, Uniform Requirements for Manuscripts Submitted to Biomedical Journals (http://www.icmje.org/urm_full.pdf) are followed. Patients have a right to privacy that should not be infringed upon without informed consent. Identifying information, including patients' names, initials, or hospital numbers should not be published in written descriptions, photographs and pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) gives written informed consent for publication. Informed consent for this purpose requires that a patient who is identifiable be shown the manuscript to be published.

Identifying details should be omitted if they are not essential. Complete anonymity is difficult to achieve. Informed consent should be obtained if there is any doubt. For example, masking the eye region in photographs of patients is inadequate protection of anonymity. If identifying characteristics are altered to protect anonymity, such as in genetic pedigrees, authors should provide assurance that alterations do

not distort scientific meaning and editors should so note. When informed consent has been obtained, it should be indicated in the submitted article.

8.4.3 CONSORT & ICMJE

All randomized controlled trials submitted for publication should include a completed Consolidated Standards of Reporting Trials (CONSORT) flow chart. Please refer to the CONSORT statement website at <http://www.consort-statement.org> for more information.

PLEURA has adopted the proposal from the International Committee of Medical Journal Editors (ICMJE) which requires registration in a public trials registry as a condition for consideration for publication of clinical trials. Trials must register at or before the onset of patient enrollment. The clinical trial registration number should be included at the end of the abstract of the article. For this purpose, a clinical trial is defined as any research project that prospectively assigns human subjects to intervention or comparison groups to study the cause-and-effect relationship between a medical intervention and a health outcome. Studies designed for other purposes, such as to study pharmacokinetics or major toxicity (e.g. phase I trials), would be exempt. Further information can be found at www.icmje.org.

8.4.4 Medical Writers ('ghost writers')

Manuscripts submitted for publication must list all authors, including the person who drafted the original manuscript. This includes paid or unpaid medical writers ('ghost writers'). If medical writers are involved in the preparation of manuscripts, they must co-author with a clinician (or other medical professional) and their name and full affiliation must appear on the article. The work of any medical writer must not be passed off as that of a clinician or other medical professional.

8.4.5 Statistical Analyses

Where statistical analyses have been carried out, please ensure that the methodology has been accurately described. In comparative studies, power calculations are usually required. In research papers requiring complex statistics, the advice of an expert statistician should be sought at the design/implementation stage of the study.

9. Permissions

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10. Manuscript Style

10.1 File types

Only electronic files conforming to the journal's guidelines will be accepted. Preferred formats for the text and tables of your manuscript are Word DOC, RTF, XLS. LaTeX files are also accepted. Please also refer to additional guidelines on submitting artwork and supplemental files below.

10.2 Journal style

PLEURA conforms to the American Medical Association (AMA) style guidelines. A tutorial on medical article formatting can be found on the American Psychological Association website (<http://www.apastyle.org/>).

10.3 Reference Style

PLEURA manuscripts must be prepared in accordance with the American Medical Association (AMA) style guidelines. <http://www.lib.jmu.edu/citation/amaguide.pdf>

10.4 Manuscript preparation

Word-processed text should be a standard 10 or 12 point. A Microsoft Word font is preferred.

10.4.1 Title, keywords, and abstracts: helping readers find your article online

The title, keywords and abstract are key to ensuring that readers find your article online through online search engines such as Google.

Keywords: Select 2 to 5 keywords to accompany the abstract. If possible, they should be drawn from the MeSH list of Index Medicus and be chosen with a view to useful cross-indexing of the article.

Abstract: The abstract should accurately and concisely reflect the content of the article. Please avoid reference citations and undefined abbreviations in the abstract.

10.4.2 Corresponding author contact details

Provide full contact details for the corresponding author including email, mailing address and telephone numbers. Academic affiliations are required for all co-authors. To facilitate anonymous peer review, these details should be separate from the main text of the article.

10.4.3 Guidelines for submitting artwork, figures and other graphics

Figures supplied in color will appear in color online. There is no additional charge for color.

Photographic illustrations should be rendered with at least 300 dpi. Please use CMYK color conversion if possible for color illustrations. Graphs made with Office software such as Microsoft Excel, can be provided in their original format to facilitate conversion into printable format with preserved quality. Any other line graphs/illustrations should preferably be provided in EPS format with a resolution of at least 600 dpi to prevent ragged lines when printed. A figure image should be at least 160 mm in width at the appropriate resolution. For further guidance on how to prepare your digital image see <http://art.cadmus.com/da/index.jsp>.

Graphs and images that are unsuitable may be returned to the author for amendment, causing delay in publication.

10.4.4 Units of measurement

Units of measurement should be expressed in SI and metric units; older conventional units may be added in parentheses.

10.4.5 Nomenclature

Use the generic or chemical name of any drug, in lower case; the specific trade name (Capitalized) may be given in parentheses after the first text reference.

10.4.6 Standard abbreviations and symbols

Standard Abbreviations and symbols should be used and then defined in full in the first instance unless they are standard units of measurement. Avoid using abbreviations in the article title and abstract.

10.4.7 Guidelines for submitting supplemental files

This journal is able to host approved supplemental materials online alongside the full-text of articles. Supplemental files will be subjected to peer-review alongside the article.

10.4.8 English language editing services

Non-English speaking authors who would like to refine their use of language in their manuscripts might consider using a professional editing service.

11. After Acceptance

11.1 Proofs

We will email a PDF of the proofs to the corresponding author. Any accompanying queries should be answered as soon as possible so that publication is not delayed.

11.2 PLEURA Production

PLEURA places an extremely strong emphasis on the highest production standards possible. We attach high importance to our quality service levels in copyediting, typesetting, printing and online publication. We also seek to uphold excellent author relations throughout the publication process.

We value your feedback to ensure we continue to improve our author service levels. Upon publication all corresponding authors will receive a brief survey questionnaire on your experience of publishing in *PLEURA*.

11.3 Continuous publication

One of the many benefits of publishing your research in an Open Access journal is the speed to publication. With no issues to fill and no page count constraints, your article will be published online in a fully citable form with a DOI number as soon as it has completed the production process. At this time, it will be completely free to view and download. Our team will alert you when your article is posted. Check the 'Latest Articles' tab on the journal website for the latest published content.

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12. Further Information

Any correspondence, queries, or additional requests for information on the Manuscript Submission process should be sent to the *Editor* as follows:

Maher Tabba, MD

mtabba@pleuralsociety.org