**SECTIONS**

The journal *einstein* (São Paulo) has the following sections: Original Article, Health Economics and Management, Case Report, Review, Reviewing Basic Sciences, Learning by Images, Medical Developments, and Letters to the Editor. The journal also publishes a subsection of thematic reviews.

**ORIGINAL ARTICLE**

Designed to report results of scientific research. The article must be original and unpublished and contain the following items: structured abstract (in Portuguese and English for articles submitted in Portuguese, and in English for those submitted in English), introduction, objective, methods, results, discussion, conclusion and references. Original Articles must have at most 3,000 words and 30 references.

**HEALTH ECONOMICS AND MANAGEMENT**

Articles designed to report knowledge, which express concepts and reflects on effective practices in health management, administration and economics. The following items must be included: structured abstract (in Portuguese and English for articles submitted in Portuguese, and in English for those submitted in English), introduction, objective, methods, results, discussion, conclusion and references. They must have at most 3,000 words and 30 references.

**CASE REPORT**

Reporting cases of a certain medical condition, particularly rare situations with relevant data to the reader, describing its aspects, history, management, etc., including a brief literature review, case description and relevant discussion. They must have at most 1,000 words, and up to 10 references.

**REVIEW**

Review articles may be narratives and/or systematic reviews, including critical evaluations of the literature on a given subject; they must describe the procedures used, the topic and its limits, conclusions and references. The text must have at most 3,000 words, and up to 40 references. All reviews may only be submitted upon invitation by the editor.

**REVIEWING BASIC SCIENCES**

Review articles on basic science topics with relevant clinical impact. They must have at most 2,000 words and 30 references.
LEARNING BY IMAGES
A typical pathognomonic image - ultrasound, computed tomography, X-rays, magnetic resonance imaging, photograph of surgery, microscopy or clinical sign - followed by an explanatory text with at most 300 words and 10 references.

MEDICAL DEVELOPMENTS
Section designed for publication of diagnostic and/or therapeutic novelties currently applied to different healthcare areas. It discusses developments that are already in use. Authors are free to write the text, which must have at most 1,000 words and 10 references.

LETTERS TO THE EDITOR
The purpose is to comment on or discuss papers published in the journal, or to report ongoing original research, scientific findings, etc. It must have at most 150 words and 5 references. Letters to the Editor will not go through peer review and it will be published after Editors’ evaluation.

The norms below must be followed for all types of works, and are based on the format proposed by the International Committee of Medical Journal Editors (ICMJE), published in the article Uniform requirements for manuscripts submitted to biomedical journals, available at http://www.icmje.org/recommendations/browse/manuscript-preparation.

TECHNICAL REQUIREMENTS
The authors must submit the articles containing:
• Text typed in double-spaced 12 point Arial font, 2.5cm margin on each side, highlighting each section of the article.
• Permission for reproduction of material and transfer of copyright form (available at the electronic submission system).
• Authors’ statement that the manuscript is not under appreciation, and will not be submitted to publication, in another journal (available at the electronic submission system).
• Letter of approval by the Human or Animal Research Ethics Committee of the organization where the study was carried out. Studies done in Brazil must inform the number of the CAAE - Certificate of Presentation for Ethical Consideration (www.saude.gov.br/plataformabrasil).
• Informed Consent Form (ICF), for articles related to research involving human participants.
• Conflict of interest disclosure statement of each author (available at the electronic submission system).

PREPARING A MANUSCRIPT
• Title: title of the article, in Portuguese and English, which should be concise but informative.
• Abstract: abstract, in Portuguese and English, with a maximum of 250 words. For original articles, the abstract should be structured (Objective, Methods, Results, Conclusion), describing the main parts of the work and highlighting the most relevant data. For articles of other sections, the abstract should not be structured.
• Keywords: specify at least 5 and at most 10 keywords, in Portuguese and English, which reflect the content of the paper. The keywords must be based on the Health Sciences Descriptors (DeCS) published by Bireme, and translated from the Medical Subject Headings (MeSH) of the National Library of Medicine, and available at: http://decs.bvs.br.
• Registry in Clinical Trials Database: indicate, for Clinical Trials, the registry number in the clinical trials database (https://clinicaltrials.gov).
• Text: it must comply with the structure required for each category of article. Citations of authors in the text must be numbered sequentially, by superscript Arabic numerals in parentheses, in all article categories. The full terms for which the abbreviations and acronyms stand for should precede their first use in the text. Do not use abbreviations or acronyms in title and abstract. In table and figure legends, the abbreviations must be followed by the full term.
• Acknowledgements: they describe collaboration by individuals that deserve acknowledging but do not justify authorship. Please include acknowledgements for financial and/or technical support, etc.
• References: they must be numbered consecutively in the same order they appear in the text, and identified by Arabic numerals. References follow the “Vancouver Style”, and the titles of journals should be abbreviated according to the style presented by the List of Journals Indexed in Index Medicus, of the National Library of Medicine, available at http://www.ncbi.nlm.nih.gov/nlmcatalog/journals. For any references, mention up to six authors. In case of more

* Important note: in support of the policies on registry of clinical trials of the World Health Organization (WHO) and ICMJE, the journal einstein (São Paulo) understands the relevance of these initiatives for registration and international dissemination of information on clinical studies. It only accepts for publication the clinical research articles that have received an identification number in one of the Clinical Trials Registries validated by the criteria established by the WHO and the ICMJE, available at https://clinicaltrials.gov or at the website PubMed, in the item <clinicaltrials.gov>. The identification number should be shown at the end of the abstract.
than six authors, mention the first six, followed by et al., as shown in the following examples:

**Articles from printed journals**

**Articles from electronic journals**

**Books**

**Chapters of books**

**Works presented in conferences**

**Thesis**

- **Tables:** all tables (maximum of four tables) should contain the title and heading for columns and must be mentioned in the text. They should be numbered sequentially by Arabic numerals, in the order they appear in the text. Table footnotes should have a key for abbreviations and statistical tests used.

- **Figures:** any figures (images, graphs, photographs and illustrations) should be mentioned in the text and submitted in greater than or equal to intended display size. The journal accepts a maximum of four figures per article. They should be numbered sequentially by Arabic numerals, in the order they appear in the text. If the figures have already been published, a written permission for reproduction must be provided by the author/editor, and the legends should include the source of publication. When saved in digital files, the resolution should comply with the following instructions:

**Guidelines for formatting figures**

<table>
<thead>
<tr>
<th>Image Type</th>
<th>Description</th>
<th>Example</th>
<th>Recommended Format</th>
<th>Color mode</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Line art</td>
<td>An image composed of lines and text, which contains no tonal or shaded areas</td>
<td><img src="image1.png" alt="Line art Example" /></td>
<td>tif or eps</td>
<td>Monochrome 1 bit or RGB</td>
<td>900 to 1,200 dpi</td>
</tr>
<tr>
<td>Halftone</td>
<td>A continuous tone photograph containing no text</td>
<td><img src="image2.png" alt="Halftone Example" /></td>
<td>tif</td>
<td>RGB or Grayscale</td>
<td>300 dpi</td>
</tr>
<tr>
<td>Combo</td>
<td>Image contains halftone plus text or line art elements</td>
<td><img src="image3.png" alt="Combo Example" /></td>
<td>tif or eps</td>
<td>RGB or Grayscale</td>
<td>500 to 900 dpi</td>
</tr>
</tbody>
</table>


*Source: [http://www.ncbi.nlm.nih.gov/pmc/pubfilespec-images/FigFormat](http://www.ncbi.nlm.nih.gov/pmc/pubfilespec-images/FigFormat)*
MANUSCRIPT SUBMISSION

The articles should be sent to the journal *einstein* (São Paulo) at http://apps.einstein.br/revista. All authors must register at platform ORCID at https://orcid.org/signin.

Instructions for electronic submission

1. Prepare the article in Word format (.doc) with no identification of authors; they should be informed in the field <Co-authors> in the system.
   The file must contain only:
   - text;
   - references;
   - tables.
   Figures (images, graphs, photographs and illustrations) should be attached to the appropriate field in the system.

2. Prepare the cover letter, which should contain:
   - full title of the article in Portuguese and English;
   - full name of authors and affiliation;
   - name of the department and organization the work should be attributed;
   - name, address, fax number and E-mail of the corresponding author;
   - funding sources (if any);
   - reason why the work is relevant for publication.

3. Fill in the disclosure statement (model available at the electronic submission system) that should be signed by all authors.

4. Provide the letter of approval by the Research Ethics Committee. Studies done in Brazil must inform the number of the CAAE (Certificate of Presentation for Ethical Consideration).

5. Attach:
   - file (.doc), containing only the article text, references and tables, with no identification of authors and organization, even in the section Methods;
   - figures;
   - cover letter;
   - disclosure form;
   - letter of approval by the Research Ethics Committee.

6. Select in the system:
   - Statement on antiplagiarism policies and good practices in research involving animals or humans, according to the type of article;
   - Transfer of copyright and permission for publication;

7. Check your submission and click on `<Salvar e preparar para envio>` (Save and prepare for submission). At this point, the author will be directed to the menu `<Meus artigos>` (My articles) and should click on the option `<Aprovar/Enviar>` (Approve/Send) to conclude submission of the article.