

Update in Anaesthesia

Guide to Contributors

Update in Anaesthesia is primarily an educational journal, which aims to provide ongoing learning and support for anaesthetists working in situations with limited resources.

Update is sent to over 3000 English-speaking anaesthetists, and read by many others including surgeons, nurses and medical students. *Update* is also translated into different languages including Spanish, Russian, French and Mandarin. After being produced in the paper format, *Update* is published on the internet (www.worldanaesthesia.org) and read by 90 people a day from more than 130 countries. *Update* is also distributed in the form of a CD-ROM, produced by the Association of Anaesthetists of Great Britain and Ireland.

Articles for consideration by the Editorial Board should be submitted as Word documents (Rich Text Format is preferred) to the Editor-in-chief, Bruce McCormick, by email at Bruce.McCormick@rdefn.nhs.uk or post on CD-ROM or paper copy to Dr Bruce McCormick, Department of Anaesthesia, Royal Devon and Exeter Hospital, Barrack Road, Exeter, EX2 5DW, UK.

CLINICAL OVERVIEW ARTICLES

General considerations

- Papers must not have been published in whole or any part in another journal.
- Papers are subject to editorial revision.
- On acceptance for publication copyright becomes vested in the journal.
- Original textual matter quoted from other authors must have formal citation and be appropriately referenced.
- Some readers' first language may not be English. Please keep your text straightforward and avoid long sentences and complex terminology. Explain words and abbreviations that may not be universally standardised. Aim to include the full range of therapies available worldwide, but provide most detailed descriptions of those therapies available in resource-poor settings (see 'Management of sepsis with limited resources' in *Update 23* – www.worldanaesthesia.org/component/option,com_docmantask,cat_viewgid,67,Itemid,49/). Discuss older drugs as well as newer ones; halothane, thiopentone, ketamine and ether are widely used around the world.
- The article should be long enough to cover the topic in reasonable detail. Many readers will not have access to texts or journals to supplement their reading. Include text boxes and teaching points to make the layout interesting. Avoid long numbered lists with complex subdivisions. Check that your text is correct, particularly drug doses, as many readers will not be able to verify them.

Authors' details

Please supply the full forename and surname of all authors, stating their title (Anaesthetic Clinical Officer, Dr, Professor etc) and the name and address of their institution. One author should be identified for correspondence, with an email address provided.

Drug doses

Please use the international units, e.g. mg.kg⁻¹ rather than mg/kg. Use SI notation for g, mg, mcg etc. Please use internationally accepted non-proprietary drug names, e.g. furosemide, epinephrine and avoid trade names.

Headings

Three levels of heading may be used CAPITALS, **bold** and *italic*. Please do not employ different fonts within the text. Bullet points can be helpful.

Illustrations / figures

These may be sent to us as drawings (black on white), which we will scan into the text, or as picture files in jpg (JPEG) format. Black and white photos are also suitable. If you do not have facilities to produce drawings, contact the editor for help. If you copy illustrations from another publication please obtain copyright permission from the publishers or author. If patients appear in a photo please ensure that they have consented to this. Text accompanying illustrations should be supplied on a separate piece of paper.

Tables or figures reproduced from other published texts should be accompanied by a statement that permission for reproduction has been obtained from the author or publisher. An acknowledgment should be included in the caption and the full reference included in the reference list.

Tables

These should be prepared using the Microsoft Word table facility whenever possible.

Graphs

Graphs should be supplied using the Microsoft graph-compiling feature within Microsoft Word, or as a figure on paper.

References

A minority of Update readers have access to journals and therefore references should in general be limited to those that would be considered as 'further reading'. Please format your references as shown. Number the references in the order they appear, using the reference number as a superscript at the relevant point in the text.

References should include: names and initials of all authors (unless more than 6, when only the first 6 are given followed by 'et al. '), title of the paper; Medline abbreviation of the journal title (in italic); year of publication; volume number; first and last page numbers.

Papers accepted but not yet published should be included in the references, with the abbreviated journal name, followed by '(in press)'.

Those in preparation (including any submitted for publication), personal communications and unpublished observations should be referred to as such in the text.

1. Reynolds F, O'Sullivan G. Lumbar puncture and headache. 'Atraumatic needle' is a better term than 'blunt needle'. *Br Med J* 1998; **316**: 1018.
2. Costigan SN, Sprigge JS. Dural puncture: the patients' perspective. A patient survey of cases at a DGH maternity unit 1983–1993. *Acta Anaesthesiol Scand* 1996; **40**: 710–14.
3. Spriggs DA, Burn DJ, French J, Carlidge NE, Bates D. Is bedrest useful after diagnostic lumbar puncture? *Postgrad Med J* 1992; **68**: 581–3.

References to books should give book title, place of publication, publisher and year; those of multiple authorship should also include chapter title, first and last page numbers, and names and initials of editors. For example:

1. Roberts F. Chapter 22: Ear, nose and throat surgery. In: Allman KG, Wilson IH, eds. *Oxford handbook of Anaesthesia* (1st edition) Oxford: Oxford University Press, 2001: 506-39.

UPDATE SHORT REPORTS

The scope for publication of articles describing original research and audit conducted in, and specifically relevant to, poorly-resourced settings is limited. Successful publication in major journals is rare and the distribution and accessibility of the national and regional journals that currently publish these articles is often poor. As the official journal of the World Federation of Societies of Anaesthesiologists, *Update in Anaesthesia* is the appropriate forum for publication of these manuscripts and offers a wide distribution.

The guidance above for clinical overview articles applies, with the following additional considerations.

Legal considerations

- Papers based on clinical investigation on humans should include the consent of patients and a statement of approval from an appropriate Ethics Committee. In those institutions where Institutional Review Board consent is required for the performance of audits, this should be obtained and referred to in the text.
- Avoid use of identifiable names, initials and hospital numbers of patients.
- Human subjects of case reports, research or audits should not be identifiable. Manuscripts should not disclose patients' names, initials, hospital numbers (or other data that might identify the patient(s)).
- Guides for use of tables, figures and illustrations are as described above for Clinical Overview articles.

Brief Communications

- Original investigative articles or audits of patient outcome or clinical techniques.
- Up to 1500 words (approximately 2 pages of *Update in Anaesthesia*).
- Subdivided into:
 - Summary (maximum five sentences) and key words
 - Introduction
 - Patients and methods
 - Results
 - Discussion
 - Acknowledgements
 - References – maximum 10
 - Tables and/or figures - limited to two per article.

Case Reports

- Suitable for presenting descriptive studies (a series of cases), personal experience or individual case reports of particular interest.
- Up to 800 words. One table or figure is allowed in addition to text.
- A summary may be included (up to five sentences). Division into sections is optional.
- Up to five references may be given.

Correspondence

- Welcomed on any subject, including editorials or articles that have appeared in *Update in Anaesthesia*.
- Letters may also be a suitable vehicle for presenting items of experience or observation that are too brief for Brief Communications.
- Papers describing procedures, techniques or equipment adapted by readers to their own conditions of work are welcomed.

Proofs

- Proofs are sent to the author designated to receive them. Corrections should be kept to a minimum and the proofs returned within 7 days of receipt.

The editorial team will be delighted to help with the preparation of articles. The best way of doing this is via email - Bruce.McCormick@rdefnhs.uk

Dr Bruce McCormick
Editor-in-chief
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