

# Instructions to Authors

**R**evue *Médecine Tropicale* published by the French Forces' Tropical Medicine Institute is a vehicle of expression for French speakers and a forum for sharing experience and results in the field of tropical medicine including so called imported illness.

## Types of article

The Revue publishes

- original articles or research papers on all aspects of tropical medicine (medico-surgical care, pediatrics, gynecology-obstetrics, psychiatry, radiology, biology, pharmacology, treatment, epidemiology, public health, anthropology, basic research...).
- case studies and reports.
- general reviews.
- letters to the editor describing work not amenable to detailed publication.
- didactic articles for continuous education or dealing with teaching and evaluation in tropical medicine.
- editorials
- short texts for the Magazine section (abstracts, technical reports, personal experience in tropical areas, and reports about overseas missions...)
- letters of comment about information in recent issues of the Revue.

## General conditions of publication

Authors are solely accountable for their views. Original articles must not have been published previously and must not be under consideration for publication elsewhere. Upon reception of their article, the authors will receive an acknowledgement form that must be signed and returned by the corresponding author to certify compliance with the ethical principles of the Declaration of Helsinki, to state that the article presents original work with the approval and consent of all co-authors, to disclose any conflicts of interest that might exist, and to grant exclusive license for publication (copyright) to the Revue.

## Manuscript submission

All material submitted for publication must be sent as an attached document in Microsoft Word format .doc in an email to the Revue's address: [medtrop@imtssa.fr](mailto:medtrop@imtssa.fr). Photos and drawings should be scanned and attached after compression in jpeg format with an adequate resolution > 300 dpi. The Editor-in-Chief and/or Assistant Editors submit articles to two reviewers in a confidential process based on a pre-established review schedule. Comments and any proposed modifications (using the Track Change feature in Microsoft Word if possible) will be returned to the corresponding author also confidentially and electronically (or by mail if email is unavailable).

The Editorial Committee can decide:

- to accept the article without requesting changes by the authors for resubmission to the reviewers. The Editorial Staff may make minor changes that will be subject to author's approval in the "Galley Proofs".
- to accept the article after requesting authors to make changes in style and/or content for resubmission of a revised version to the Editorial Committee. Revised manuscripts (second version) must be returned in the same electronic format within no more than 10 weeks. A second revision (third version) may be requested in some cases. After final acceptance, the Editorial staff reserves the right to make changes in form or remove illustrations subject to the author's approval of the final version in a .pdf version sent by email.
- To reject the article. Suggestions to assist future publication may be made (references, methodology...).

Material for the Magazine section may be solicited. Solicited submissions will be reviewed by the Editor-in-Chief and one Assistant Editor and, in some cases, by a reviewer selected based on his/her expertise.

## Presentation of manuscripts

Articles are to be in French. However the Editorial Committee can accept articles in English or Spanish under some circumstances (e.g., timeliness, originality, or scientific interest of content or local conditions preventing translation within a reasonable timeframe). In this case the Editors may opt for publication of either a full translation of the article or an extended abstract in French.

The text must be typed double-spaced using Arial or Times New Roman font in format 12 with 25 lines per page. Pages should have 2.5 cm right and left margins and be numbered directly on the page (not in header or footer without Automatic insertion). Tables should be included in the text along with their legends and referred to in the text by number, e.g., Table 1. Graphs, drawings, diagrams, sketches, and decision trees should be presented separately and referred to in the text as figures, e.g. figure 2. Information in graph form must be accompanied by complete data in separate files to allow understanding and justification. Photographs should be included as separate numbered files. Photographs should be referred to in the text, e.g., figure 2 and their legends should be grouped together at the end of the article. The origin of the figures (photo, drawings...) should be

specified. Previously published material must be accompanied by permission to reprint from the editor or author holding the copyright.

Regardless of the type of manuscript, the first page must include:

- a relatively concise title that describes the subject and establishes the "tropical" interest of the article (country, disease, population...)
- the names of each author followed by their first and middle initials (first letters in upper case with no periods); the name and complete address of the institution in which the work was performed; the titles and institutional affiliations of each author; and a complete address for correspondence including phone number, fax number, and, above all, email address.

Original articles should not exceed 12 pages (not counting references). They must have an Introduction clearly stating the purpose of the work followed by Materials and Methods, Results, Discussion, and Conclusion. Brief communications describing clinical work, epidemiological data, therapeutic findings, or surgical techniques should not exceed 6 pages (excluding not more than 15 references).

General reviews may be commissioned by the Editorial Staff. Manuscripts should not exceed 16 pages. Reference may be exhaustive.

Letters to the editor and other commentary are welcome. The length of the manuscript is limited to 2 pages with not more than 5 references.

The "Sur place (On location)" section is intended for publication of articles describing personal experience, testimonials about events, or mission reports. Originality will be the main factor for publication. Manuscripts should be limited to 12 pages including references (not required).

Abbreviations should be defined immediately after the first appearance of the full expression or word that they will replace in the rest of the text. The number of abbreviations should be limited to a minimum. Scientific symbols and units must comply with international standards. Chemical compounds and pharmaceutical products should be called using their generic names (International Nonproprietary Name INN) with the first letter in lower case. Specialty names (if required) must appear in parenthesis with the first letter in upper case and followed by the "®" symbol.

## Abstracts

All articles must be accompanied by an abstract followed by 4 or 5 key words in French and English (including the title). The abstract and key words should be presented on a separate page. They should not exceed 250 words and not contain any abbreviations or references. For original articles, a structured abstracts consisting of "Purpose", "Methodology", "Results", and "Conclusions" is required.

## References

In accordance with the recommendations of the l'International committee of medical journal editors ([www.icmje.org](http://www.icmje.org)) and the Vancouver style standards, references should be arranged numerically in the order that they appear in the text. References should list the names followed by the initials (without periods) of the first 6 authors followed by "et al" if necessary. Abbreviations used for journal titles must comply with the Index medicus, PubMed Journals Database or other major scientific databases. Use of the copy-paste method (e.g. using a reference management application) is preferable to avoid errors. Only articles that have already been published or are currently in press should be cited. References to abstracts for congress presentations, other oral presentations, or theses should be avoided. If possible, articles should be cited in the language of original publication in the following order: authors, name of journal, year of publication, issue, page numbers. It is of the utmost importance to cite quality French references if they exist. This is necessary to ensure that these journals continue to be published.

## Sample References

- Journal :  
Johnson RC, Makoutode M, Hougnihin R, Guedenon A, Ifebe D, Boko M *et al*. Le traitement traditionnel de l'ulcère de Buruli au Bénin. *Med Trop* 2004 ; 64 : 145-50.
- Book :  
Touze JE., Peyron F., Malvy D. Médecine tropicale au quotidien. 100 cas cliniques. Paris, Format Utile éd., 2001, 347 p.
- Chapter :  
Chippaux JP. The treatment of snake bites: analysis of requirements and assessment of therapeutic efficacy in tropical Africa. In: Menez A. Perspectives in molecular toxicology. Chichester, John Wiley & Sons, 2002, pp 457-472.
- Internet document :  
Uniform requirements for manuscripts submitted to biomedical journals: writing and editing for biomedical publication; [homepage on the internet]. Philadelphia, PA: International Committee of Medical Journal Editors. [updated October 2007] Available from: <http://www.icmje.org/>.