

# Instructions for authors

## DESCRIPTION OF THE JOURNAL UROLOGICKÉ LISTY

- to be cited as Urol List
- language of the periodical: Czech, Slovak, English
- the periodical includes scientific-research papers, clinical observations, short original reports from within the relevant subject areas, review papers, reports from scientific congresses of medical societies

## REQUIREMENTS FOR PUBLICATION

The Author/head of the team of authors must provide the Publisher with a written signed statement confirming originality of their work and the right to publish all the appendices, confirming that the work had not been and shall not be submitted for publication to any other periodical, that the author agrees to the paper's publication in Urol List and that he/she consents to the publication of his/her email address as submitted by him/her.

The professional terminology, abbreviations, symbols and physical and biochemical values must conform to the valid norms (see full version for further information).

### Submission format

- solely in an electronic format: either attached to an email or on CD or DVD with the text, graphs and figures/photo-documentation all in separate files

### Format of the text

- text of the paper in one of the currently used text editors (running under the Windows operating system) in one of the following formats: .doc, .txt, .rtf or .html

### Format of appendices

- tables, graphs, linear diagrams must be in .xls (MS Excel), graphs should include the source data
- photo-documentation must be submitted in .jpg format in 300 dpi print resolution, where a picture with a width of 1 journal column must have a minimum width of 700 pixels (6 cm), a picture with a width of 2 journal columns must have a minimum width of 1500 pixels (12.5 cm), a picture with a width of 3 journal columns must have a minimum width of 2200 pixels (18.5 cm)

### Text processing

- the recommended length of the text is 5400 - 14400 characters, i.e. 3 - 8 standard pages (1 standard page = 1800 characters inclusive of spaces)
- position of graphics to be referenced within the text (fig. 1, graph 1, diagram 1 etc.)
- tables to be created in MS Excel or as an MS Word tables (see full version)
- an abbreviation to be explained at the first occurrence of the word being abbreviated; in summaries and titles abbreviations to be used only exceptionally

### Structure of the text

#### General

- title page: title of the paper plus name(s) of the author(s)
- summary and text (see below)
- references
- appendices with descriptions
- unabbreviated name(s) and surname(s), all titles and scientific honours of the author and co-authors and the first/main author's place of work address and email

#### Original scientific papers

- structured summary (aims, materials, methods, results, conclusions; max. length 2500 characters inclusive of spaces) and keywords (max. 255 characters inclusive of spaces) in Czech and English;
- summary in English should include the title of the paper in English
- structured text of the paper itself (introduction, aims, materials, methods, results, discussion, conclusions)

### Case studies

- unstructured summary (max. length 1500 characters inclusive of spaces) and keywords (max. 255 characters inclusive of spaces) in Czech and English;
- summary in English should include title of the paper in English
- the text itself (introduction, the case study, conclusions)

### Review papers

- unstructured summary (max. length 1500 characters inclusive of spaces) and keywords (max. 255 characters inclusive of spaces) in Czech and English;
- summary in English should include title of the paper in English
- the text itself (introduction, the text of the review itself, conclusions)

### References

- up to 30 references
- references within the text are to be marked with an Arabic numeral in square brackets according to their order of occurrence
- the list of references to be arranged according to the order of occurrence within the text
- references to be formatted according to the Urol List convention
- titles of the cited periodicals to be abbreviated according to the international convention
- references to be provided in full, i.e. surname and initials of the author(s) (max. of 3 first authors followed by et al. as appropriate; an editor(s) to be stated at the same position as authors but their list to be followed by ed or eds, respectively, in brackets)
- the full title of the paper in the original language
- year of publication, volume and issue number for periodicals
- For further details see examples below

#### A. journal publications

Example

1. Ngan JH, Lau JL, Lim ST et al. Long-term results of antral gastrocystoplasty. *J Urol* 1993; 149(4): 731–734.
2. Hampel C et al. Definition of overactive bladder and epidemiology of urinary incontinence. *Urology* 1997; 50(suppl 6A): 4–14, discussion 15–17.

#### B. a reference to a monograph or a passage within a monograph

Example

1. Krhut J. *Hyperaktivní močový měchýř*. Praha: Maxdorf 2007.
2. Jonovan J, Bosch R, Gotoh M et al. Symptom and Quality of Life Assessment, Committee 6. In: Abrams P, Cardozo L, Khoury S (ed). *Incontinence*. 2nd Ed. UK: Health Publication, Ltd 2005.
3. Bojar M, Kučera Z, Svěráková M. Poznámky neurologa o epidemiologii inkontinence v ČR a v Evropě. Proč jsou inkontinence moči a sexuální dysfunkce stále tabu? *Inco Fórum*, Praha, listopad 2003.

#### C. a chapter of a textbook or larger monograph

Example

1. Elkins TE, Thompson JR. Lower Urinary Tract Fistulas. In: Walters MD, Karram MM. *Urogynecology and reconstructive pelvic surgery*. New York: Mosby 1999: 355–366.
2. Report From the 24th Annual Scientific Meeting of the American Urogynecology Society, September 11.–13. 2003, Hollywood, Florida.

### Papers conforming to these instructions to be sent to the Editor-in-Chief on the following address:

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### or to the Publisher on the address below:

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