

INSTRUCTIONS TO AUTHORS

Types of papers, published in the journal

Original papers, reviews and short communications can be submitted to Bulgarian Journal of Veterinary Medicine provided that they:

- comply with the scope of the journal;
- contain original experimental data or new interpretations of existing results;
- correspond to the requirements of the journal;
- have not been published elsewhere.

Submission of manuscripts

Manuscripts, in English or Bulgarian, typewritten on one side of a standard sheet (A4), double spaced (30 lines per page) up to 14 pages (alongside with the abstract, the list of references, tables, figures and other appendices) should be submitted in duplicate by mail to the address of the Editorial Office or personally submitted. Authors are kindly requested to keep a copy of the manuscript in cases of undelivery.

Manuscripts could be also send as attachments to the e-mail address of the journal.

Manuscripts must be accompanied by a submission letter signed by all authors. In case of electronic manuscript submission to bjvm@uni-sz.bg, the completed and signed form should be scanned and attached to the mail as a *.JPG file. The original hard copy must be sent by mail to the Editorial Office as soon as possible after the online submission. The blank form of the submission letter is available upon request from the Editorial Office of BJVM (bjvm@uni-sz.bg) or could be downloaded from the website of the journal (www.uni-sz.bg/vmf/bjvm.htm). If at

any stage of paper's processing the authorship of the article changes, the authors must supply a signed agreement from all authors including those whose names are being removed.

Address for submission of manuscripts:

Editorial Office
Bulgarian Journal of Veterinary Medicine,
Faculty of Veterinary Medicine,
Trakia University
Student's Campus,
6000 Stara Zagora, Bulgaria
e-mail: bjvm@uni-sz.bg

Manuscript preparation guidelines

Original papers should be preferably organized in the following order:

- **Title.** Authors are kindly requested to use brief titles (about 80 characters), strictly to the point and without abbreviations.
- **Authors' names, family name and address** of the institution where they work. The initials of their first and second names and their full family names should be written.
- **Summary.** The summary should state briefly (in no more than 1000 characters) the essential information and point out the paper contribution to the respective scientific topic.
- **List of key words (up to 8)**
- **Introduction**
- **Materials and methods**
- **Results**
- **Discussion.** The union of this and the preceding section as "Results and Discussion" is accepted. The conclusions might be included in "Discussion" or in a separate section "Conclusions".

- **Acknowledgements**
- **References**
- **Tables**
- **Figures**
- **Text to the figures**
- **Address for correspondence**

Short communications should not exceed 6 standard typewritten pages and should include up to 2 tables or figures. Sections NoNo 5, 6, 7 and 8 should not be introduced by separate titles although the order in the presentation and the requirements to the contents layout remain valid. SI (Système International) should be used for all units of measure. Chemical formulae should be given according to the rules of International Union of Pure and Applied Chemistry (IUPAC); biological nomenclature – according to the International Code of Botanical Nomenclature, the International Code of Nomenclature of Bacteria, the International Code of Zoological Nomenclature; morphological names – according to *Nomina Anatomica Veterinaria* 4th ed., *Nomina Histologica* 2nd ed., *Nomina Embryologica* and *Nomina Anatomica Avium*; international non-proprietary names should be used for drugs, followed by their trade name and the manufacturer in brackets.

Tables and illustrations (graphs, drawings) should be given on separate pages and numbered in Arabic numerals according to their sequence in the text. Each table should have a title comprehensible enough without reading the text.

Graphs and drawings should be made with maximum clarity. Duplication of data from the tables is not accepted.

Photographs should be mainly in black and white. The name of the first author, the title of the paper and number of the figure should be pencilled lightly on the back of each illustration. The publication of colour photographs is addi-

tionally charged. If captions on the photographs are needed, they should be written in black ink using block capitals. In such cases, the editorial office may request a clean set of photographs for design purposes. The scale of the figure should be indicated at the right bottom end by a line scale and the explanation of its size should be given in parentheses at the end of the text, under the figure, e.g. (bar = 10 μm).

References. In all citations in the text the author's family name and the year of the publication should be given e.g.: (Morris, 1991). If the authors are two, both names are referred to e.g.: (Barton & Moore, 1994), and if they are more the first author's name should be used, followed by "*et al.*" e.g.: (Levi *et al.*, 1994). If necessary, the year of publication might be given in parentheses e.g.: Ulcers in foals, described for the first time by Rooney (1994) If several authors are referred to, their names are chronologically arranged and if their publications are in one and the same year – alphabetically.

The list of references should be written only in the Latin alphabet. The arrangement of the publications should be done in alphabetical order according to the first author's name. If several publications by the same author are referred to, the following order should be used: publications of the single author, arranged chronologically, followed by publications with co-authors. Publications by the same author in the same year should be listed as: 1994a, 1994b etc.

Bibliographical presentation of references should be done using the examples given in Appendix I.

All bibliographic data about a reference should be given in the language of the paper using the Latin alphabet. For publications in Cyrillic alphabet, the re-

spective summary in a West-European language or the English version of the reference, indicated on the front page, should be used. If the reference does not include bibliographic data in Latin alphabet, authors' and journals' names should both be transliterated (see Appendix II) and translated into English. The original language of the references that are not published in Latin alphabet should be indicated by initials (see Appendix III) in parentheses at the end of the bibliographic description.

The Editorial Board does not accept the responsibility for inaccurate citations, including the content of webpages and/or for infringement of principles of all kinds of copyright.

Ethics

Studies performed on experimental animals should be carried out according to internationally recognized guidelines for animal welfare. These should be clearly described in the respective section "Material and Methods".

Publication process

The authors having sent their papers are informed about the receipt at the Editorial Office. Then, manuscripts are given to two reviewers for evaluation.

The final decision about the publication is made by the Editorial Board that is announced to the authors. A written authentication of the final version of the manuscript by signature of the corresponding author on the first page of the final proof is required.

The charge for publication is 2 EUR per printed page. Authors pay also the additional expenses for colour illustrations.

Appendix I

Examples for making the list of references

Papers, published in journals:

- Hubell, J. A. E., R. M. Bednarski & W. W. Muir, 1989. Xylazine and tiletamine-zolazepam anesthesia in horses. *American Journal of Veterinary Research*, **50**, 737–742.
- Zarkov, I., 1995. Studies on pneumonia and pneumoenteritis of lambs caused by ovine adenoviruses. *Veterinary Medicine*, **1**, No 1, 26–29 (BG).

Online materials:

International Food Safety Authorities Network. INFOSAN Information Note No 02 (17 December 2004). Highly pathogenic Avian influenza H5N1 outbreaks in poultry and in humans: Food safety implications. http://www.who.int/foodsafety/fs_management/en/No_02_Avianinfluenza_Dec_04_en.pdf (20 March 2005, date last accessed).

Whole books:

Parker, T. A., 1968. *Photoluminescence of Solutions*. Elsevier, Amsterdam.

Book chapters:

- Gibaldi, M. & D. Perier, 1982. Noncompartmental analysis based on the statistical moment theory. In: *Pharmacokinetics*, 2nd edn, Marcel Dekker, New York, pp. 409–417.
- Stevens, K. R. & M. A. Gallo, 1989. Practical considerations in the conduct of chronic toxicity studies. In: *Principles and Methods of Toxicology*, ed. A. W. Hayes, Raven Press, New York, pp. 237–250.

Papers, delivered at congresses, conferences, symposia etc. published in full in their proceedings:

- Droumev, D., N. Shishkov & G. Girginov, 1975. Concerning the synergism between certain antibiotics against mycoplasmosis in chickens. In: *Proceedings of the 20th World Veterinary Congress*, Thessaloniki, Greece. G. Papageorgiou Publishing Co., Thessaloniki, pp. 320–328.

Summaries of papers, delivered at congresses, conferences, symposia etc.:

Marko, V., L. Soltes & T. Trnovec, 1986. Selective solidphase extraction for clinical pharmacokinetics and drug monitoring. In: *1st International Symposium on Clinical Pharmacology* (Abstracts), Sofia, Bulgaria, Bulgarian Pharmacological Society, Sofia, p. 93.

Theses:

Celly, C., 1996. An investigation into the hypoxemic effect of alpha₂ adrenoreceptor agonists in sheep. Ph.D. thesis, University of Guelph, Guelph, pp. 105–116.

Appendix II

System of transliteration from Cyrillic alphabet into Latin alphabet:

A=A, Б=B, В=V, Г=G, Д=D, Е=E, Ж=ZH, З=Z, И=I, Й=Y at the beginning of words and =I in the other cases, К=K, Л=L, М=M, Н=N, О=O, П=P, Р=R, С=S, Т=T, У=U, Ф=F, Х=H, Ц=TS, Ч=CH, Ш=SH, Щ=SHT, Ъ=U, ЬO=YO, Ю=YU, Я=YA, Э=E, Ы=Y.

Appendix III

Abbreviations to be used for indicating the original language of references, having bibliographic data, transliterated into Latin alphabet:

Arabic = Arabic; Bulgarian = BG, Georgian = GE, Greek = GR, Chinese = CN, Mongolian = MN, Russian = RU, Serbian = SR, Japanese = JP, Ukrainian = UA.

Revised by March 2009