

## Author Instructions

Last updated:  
December 3, 2015

**Authors should carefully read the Instructions to Authors before submitting a manuscript for publication in *Thrombosis and Haemostasis*.**

### Forms to download and submit with a new manuscript:

- Author Statement
- Copyright Transfer Form / Conflict of Interest Form
- Colour Figure Agreement Form

*Thrombosis and Haemostasis* publishes original contributions of basic research and clinical studies in vascular biology and medicine, serving as an international platform for the dissemination and debate of scientific information. The Journal appears monthly in both print and online, with preprint publication available in advance of going to press.

Original articles, review articles, and letters to the editor with a laboratory and/or clinical orientation will be accepted for review.

Manuscripts will be accepted for publication based on their technical merit, originality, and the degree to which they further advance the field. All manuscripts undergo the same review process by expert reviewers before publication.

Submitted manuscripts should not have been published elsewhere or be planned for publication elsewhere. Authors should refer to “Uniform Requirements for Manuscripts to Biomedical Journals” at <http://www.icmje.org/index.html>.

**Registration of Clinical Trials.** All submissions which report on new clinical trials should provide evidence that the trial is registered with one of the ICMJE-approved databases [ClinicalTrials.gov]. The reporting of randomised clinical trials must conform to the revised CONSORT statement [Ann Intern Med 2001; 134: 663–694]. Observational studies should comply with STROBE recommendations [PLoS Medicine 2007; 4: 1628–1654].

**Author Statement.** All authors must confirm they have had full access to data and contributed to drafting of paper. Any guest authorship and medical writers should be declared and fully acknowledged.

**Conflict of Interest.** *Thrombosis and Haemostasis*' conflict of interest policy requires author(s) to declare within the manuscript whether they have any direct and indirect conflicts of interest. Financial relationships with industry (through investments, employment, consultancies, stock ownership, honoraria) are considered to be the most important conflicts of interest. Any violation can result in the manuscript being rejected.

**Declaration of Helsinki.** Authors are required to honour the ethical principles for medical research involving human subjects as set out in Declaration of Helsinki. For this purpose all authors of the manuscript are required to sign and submit the author statement with the manuscript.

**Permissions.** Materials taken from other sources must be accompanied by a written statement from both author and publisher giving permission to *Thrombosis and Haemostasis* for reproduction.

**Referees.** To facilitate and hasten the review process, prospective authors are encouraged to suggest up to 4 suitable referees for the submitted work providing their full address, telephone, fax numbers and e-mail address in the covering letter. Authors may also choose to name 4 referees, whom they would wish to exclude from the review process.

Upon manuscript submission to *Thrombosis and Haemostasis* send signed copies of the following forms to the Central Editorial Office:

- Author Statement form
- Copyright Transfer Agreement and Conflict of Interest form
- Colour Figure Agreement form

These forms can be downloaded at <http://www.thrombosis-online.com> or <http://mc.manuscriptcentral/th> under Instructions and Forms and faxed to ++49-711-2298-765.

## **Categorisation of Manuscripts**

**Original Articles.** Upon submission of manuscripts, authors should indicate which of the following categories comes closest to the contents of their basic, translational or clinical study: Coagulation and Fibrinolysis, Cellular Haemostasis and Platelets, Blood Cells, Inflammation and Infection, Endothelium and Angiogenesis, Cellular Signalling and Proteolysis, New Technologies, Diagnostic Tools and Drugs, Stroke, Systemic or Venous Thromboembolism, Atherosclerosis and Ischaemic Disease. Regular articles may not exceed 5,000 words (ca. 35,000 characters), excluding tables, figure legends and references. The Editors-in-Chief may request reductions in manuscript length if it is considered too long for its message. However, manuscripts exceeding this limit may be considered if they are of exceptional quality. Original articles should have no more than 50 references. Supplementary material may be submitted for online only publication.

**Trial protocol design papers.** These articles must include a comprehensive review of the published literature [which should be summarised in succinct table(s)], and good justification on basis of prior evidence on the need for the new trial. The trial also requires a clinical trials registration number (see [www.clinicaltrials.gov](http://www.clinicaltrials.gov)). **Editorial Focus.** Editorials include commentaries on upcoming articles in the Journal (invited or from the Editor-in-Chief); perspectives and new developments (e.g. in basic research or certain therapies) as well as invited **'Pro' and 'Contra'** articles on selected topics and should be limited to three printed pages in the Journal. These contributions undergo a short review process. **Invited 'Clinical Focus'** and **Invited 'T&H Insights'** articles are brief overviews of approx. 500 words that undergo a short review process.

**Review Articles.** The aim of invited and submitted reviews is to survey recent developments in the field on topics in basic research and clinical studies in vascular biology and medicine. Review articles may be solicited by the Editor-in-Chief, but individual suggestions are also welcome. Authors should contact the Editorial Office before submitting a Review article. Review articles should have no more than 150 references.

**Letters to the Editor.** Letters include short highlights of basic or clinical research in vascular biology and medicine that are significant enough for dissemination in *Thrombosis and Haemostasis*; they also include Case Reports that are unusual or truly unique case reports that would advance our understanding of the field. Letters do not require keywords and summary, and should not exceed 1,000 words (ca. 7,000 characters). They should include no more than one table or figure, respectively, and they undergo the usual review process.

**T&H Images.** This category includes images in both basic and/or clinical science that represent a unique observation or a first detection of a novel mechanism. Any imaging modality may be used but of course state-of-the-art methodology is preferential. Submit one or two images with a maximum of 8 panels in total. Photographics must be 300 dpi and a width of 120 mm minimum (per panel). Line drawings need to be 800 dpi. It is encouraged to upload videos for online linkage to the figures. The text should be as short as possible, focussing on the image rather than on methodology and should be no longer than 300-400 words maximum; excluding title (max. 100 characters), author (max. 8) and affiliations list, reference list (max. 5) and funding resources, but including figure legend(s). Figure legends must be self-explanatory. Note: image processing is

only allowed when essential for the methodology and not just for improvement of the overall appearance of the image. When applied, all image processing steps must be declared in the manuscript. Only add references when really required for correct interpretation of the shown data in the manuscript.

## **Organisation of Manuscript**

Manuscripts should be written with consistent British English spelling. The manuscript should be organised as follows: title page; a concise summary (max. 250 words); up to 5 keywords (neither summary nor keywords are required for Editorial Focus or Letters to the Editor); introduction; materials and methods; results; discussion; acknowledgements; references; legends to figures and tables; tables; figures.

**Extra table:** Original Articles should include an extra table with two parts: 1. 'What is known on this topic' and 2. 'What this paper adds'. This should be two or three bullet points for each, with one or two short sentences for each bullet point. The objective of this is to provide the reader with a brief, quick and focused summary of your work in the perspective of other data as well as the clinical implications.

**Title Page.** The title page should contain the manuscript title (max. 150 characters), the full name(s) of the author(s) and the institution where the work was carried out with the name, address, telephone/fax numbers, and e-mail address of the corresponding author; and a short running title. Grants or other financial support should appear as a footnote on the title page.

**Acknowledgement.** Acknowledge support received from individuals.

**Nomenclature and Abbreviations.** These should be chosen according to internationally approved rules using S.I. units in lowercase lettering (kg; l; m).

**Supplementary material** for online only publication, e.g. tables, figures or videos, is welcome.

**Statistical Analysis.** Statistical techniques used in the analysis and presentation of results should be clearly described. When a measure of variation is reported (e.g.  $14.2 \pm 3.7$ ), authors must state which measure has been calculated (e.g. standard deviation, standard error of mean, etc.) and from how many observations (n); this also applies to error bars in figures. When a level of statistical significance is quoted, brief indication should be given of the test which has been used. For common tests the name (e.g. paired t-test) is sufficient; otherwise, a reference or more detailed description must be given.

**References.** References are identified by Arabic numerals (e.g. 1, 2 etc.) and are numbered consecutively in the order in which they are first mentioned in the text. The entire reference list appears at the end of the article. Restrict the number of references in review articles to 150, and to 50 in regular articles. Personal communications or unpublished data cited as “in preparation” or “submitted for publication” should not appear in the reference list but should be inserted in the text only. Publications “in press” should be updated at the earliest possible opportunity. Journal names are cited according to Index Medicus, which can be found at [www.nlm.nih.gov/tsd/serials/lji.html](http://www.nlm.nih.gov/tsd/serials/lji.html). Inaccurate referencing may delay publication. For journal articles with more than 3 authors, use the first three authors plus et al. The reference list is arranged accordingly using the Vancouver style of citation as shown in the following examples:

### *Journal Articles*

Blann AD, Woywodt A, Bertolini F, et al. Circulating endothelial cells: biomarker of vascular disease. *Thromb Haemost* 2005; 93: 228–235.

### *Complete Book*

Hillyer C, Strauss R, Luban N. *Handbook of Pediatric Transfusion Medicine*. Oxford, Elsevier; 2004.

### *Book Chapters*

Weissberg PL, Rudd JHD. Artherosclerotic biology and epidemiology of disease. In: *Textbook of Cardiovascular Medicine*. 2nd ed. Lippincott Williams and Wilkins 2002; pp. 3–14.

### *World Wide Web*

Health on the Net Foundation. Health on the Net Foundation code of conduct (HONcode) for medical and health web sites. Available at: <http://www.hon.ch/HONcode/Conduct.html>. Accessed December 2, 2005.

## Preparation of Figures and Tables

**Figures.** It is essential that figures submitted online are in the following formats: .tif or .eps with the suitable resolution of 800 dpi and a width of 120 mm for line drawings and 300 dpi for photographs. If the figures were created in Powerpoint or Excel, please upload the original figures. Use block letters to label panels. The asterisk symbol (\*) may only be used for statistical analysis. Use consistent layout for all figures. Explain abbreviations used in figures in the respective legend. Figures are cited in the text in numerical order and referred to as Figure 1.

**Tables.** Tables must be cited in numerical order in the text using Arabic numbers. Each table should have an explicit brief descriptive title. Experimental details or explanatory comments may appear in a legend. Layout should be consistent.

**Legends to Figures and Tables.** Legends should include an explicit brief descriptive title. This descriptive title should be in bold font. A more detailed description of the figure or table should follow.

## Manuscript Submission Online

All submissions must be entered online at the URL: <http://mc.manuscriptcentral.com/th>.

Each manuscript must be accompanied by a covering letter. In this letter authors must state any conflict of interest and specify the Table of Contents category to which their manuscript should be assigned, if accepted.

The categories are:

Invited Editorial Focus

Invited 'Pro' and 'Contra'

Invited T&H Insights

Review Articles

Invited Clinical Focus

Original Articles:

- Coagulation and Fibrinolysis
- Cellular Haemostasis and Platelets
- Blood Cells, Inflammation and Infection
- Endothelium and Angiogenesis
- Cellular Signalling and Proteolysis
- New Technologies, Diagnostic Tools and Drugs
- Stroke, Systemic or Venous Thromboembolism
- Atherosclerosis and Ischaemic Disease

Letters to the Editor

T&H Images

All manuscript submissions will be processed via the new online system. Decisions and correspondence from the Central Editorial Office, Editors-in-Chief (Basic Science/Clinical Studies) and Section Editors will be communicated via e-mail.

Rejected manuscripts are not returned to authors.

## Creating, formatting and saving your manuscript for online submission

All manuscripts must be submitted in either Microsoft Word format (.doc) or Rich Text Format (.rtf). This applies to articles submitted using both Windows and Macintosh/Mac-OS.

**Special characters.** Greek letters and other special characters, including many mathematical symbols, must be in the font known as SYMBOL. Do not use the "Insert" → "Symbol" menu tool in your word processor unless you have a version of the software that allows you to select the SYMBOL font inside the Insert window. And while you are inside that "Insert" window, do not use "normal text."

Check all Greek letters and other special characters both in the document you saved on your computer and in the proof that will be generated by the *Thrombosis and Haemostasis* Manuscript Central system when you submit your manuscript. The version in the proof is the version seen by the editor and reviewers.

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**Equations.** In order to save equations into your document in a manner that will ensure their accurate appearance in the PDF proof generated by the system, create the equation as text. Be sure to treat as special characters any mathematical symbols not on a standard keyboard, meaning you must use the SYMBOL font.

If you have any difficulty submitting your manuscript online, please contact the Central Editorial Office, e-mail: [elinor.switzer@schattauer.de](mailto:elinor.switzer@schattauer.de), telephone: +49 711 229-8763.

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**Page charges.** A fee of US \$50 (USA + Canada) or €40 (Europe and overseas) per printed page is charged by the publisher, for Regular Articles, and other articles that were not invited, once the manuscript has been accepted for publication. The fee also applies to Letters to the Editor, which exceed one page. There is no page charge for the category T&H Images.

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**Author corrections.** In the proof, corrections should be limited to typographical errors only. Corrections exceeding 10% of the type-setting costs will be charged to the author. Notes added at the galley proof stage will be subject to the Editor's approval. Authors are required to return the

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**Correspondence concerning manuscripts and the publishing process** should be sent to:

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