

FOR AUTHORS

INTRODUCTION

"OphthaTherapy. Therapies in Ophthalmology" (abbr.: OphthaTherapy) (e-ISSN: 2543-9987, ISSN: 2353-7175) is a peer-reviewed scientific quarterly publishing papers in ophthalmology, divided into diagnostic and imaging, pharmacological treatment of eye diseases and ophthalmic surgery (including minimally invasive procedures and laser therapy). The journal is present in the list of the Polish Ministry of Science and Higher Education, for publishing the article, the author receives 20 points.

We encourage Authors to submit: original papers, review articles, case reports, rapid communication, research letters, hypotheses, meeting proceedings, letters to the editor. We guarantee fast publishing decision. **There are no submission or processing charges.**

- **Types of article**

Original research study (3000–6000 words including tables and figures)

Original investigations are considered full-length applied or basic research reports. They cover topics relevant to clinical and basic studies relevant to man in the following areas ophthalmology, surgery, physiology, and pharmacology. The work presented in the manuscript must be original; studies related to previous observations will be considered.

Review Article (up to 5000 words including tables, figures)

In-depth, comprehensive state of the art reviews on a ophthalmology topic are welcomed. The editor may invite the authors to prepare the review article.

Case Report (up to 2500 words including tables and figures)

Case Reports include case studies of 4 or fewer patients that describe a novel situation or add important insights into mechanisms, diagnosis or treatment of a disease.

Rapid Communication (1000–3000 words including tables, figures)

Rapid Communication presenting succinctly the results of original scientific research. In the cover letter the author should justify the request for Rapid Communication. The review process is 10 days, authors are allowed one revision if accepted, and the final version of the paper appears in the next available issue of the journal.

Research Letter (up to 1000 words, including up to 10 references and 1 figure or table)

A Research Letter contains new data or a clinical observation, in a format that allows for rapid publication.

Letter to the Editor (2000 words including tables, figures)

Opinion pieces concerning papers published in "OphthaTherapy" are particularly welcomed and all submissions are subject to editing. Letters commenting on past-published papers are sent to the corresponding author for a response. Letters are selected for their relevance and originality; not all letters submitted can be published.

Meeting Proceedings (up to 2500 words including tables, figures)

Reports of meeting proceedings are synopses of scientific meetings of interest to audience of the journal.

Hypothesis (up to 3000 words including tables and figures)

Novel insights into a significant questions or clinical issues are welcome, and will be peer reviewed. As the definition of „hypothesis” suggests, articles of this type should be, although they lack direct experimental evidence, closely tied to empirical data and lead to testable predictions.

Editorial Article (up to 5000 words including tables and figures)

Special Article is associated with a particular special event.

- **Contact details for submission**

All manuscripts must be submitted online through the “OphthaTherapy” Web site: <https://www.journalsmededu.pl/index.php/opthatherapy/about/submissions>

- **Language**

The primary language version is the English one, therefore all submitted manuscripts should be in English. Other language versions are published as additional ones.

- **Submission checklist**

As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines.

- The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).
- The submission file is in OpenOffice, Microsoft Word, or RTF document file format.
- Where available, URLs for the references have been provided.

- The text is single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.

The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines.

BEFORE YOU BEGIN

See: [Ethics in publishing](#)

- **Studies in humans and animals**

If manuscript involves human subjects and/or animals, and also if your manuscript includes case reports/case series, you need to provide the following:

Name of the ethical approval committee/Institutional Review Board they have obtained consent from along with approval number/ID.

Declaration confirming that the study was conducted in accordance with Helsinki Declaration.

Declaration that written informed consent was obtained from the participants of the study.

For case reports/case series involving minor subjects/children/infants, authors should confirm that the statements of written informed consent from legally authorized representatives/parents/guardians are available.

Since patients have a right to privacy, identifying information (including patients' images, names, initials, or hospital numbers) should not be included in recordings, written descriptions, or photographs, unless the information is essential for scientific purposes. If so informed consent from the patient must be obtained for publication of these graphics in print and electronic form. If such consent has not been obtained, personal details of patients must be removed.

- **Declaration of interest**

All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential competing interests include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Authors must disclose any interests in the manuscript file. If there are no interests to declare then please state this: 'Declarations of interest: none!'. This summary statement will be ultimately published if the article is accepted.

- **Submission declaration and verification**

The Editorial Board of „OphthaTherapy. Therapies in Ophthalmology“ takes under consideration for publication original articles with the understanding that neither the manuscript nor any part of its essential substance, tables or figures have been published previously in print form or electronically

and are not under consideration by any other publication or electronic medium. This restriction does not apply to abstracts or press reports published in connection with scientific meetings. Each submission packet should include the statement signed by the first author that the work has not been published previously or submitted elsewhere for review and a copyright transfer.

- **Authorship**

All authors should have made substantial contributions to all of the following:

1. the conception and design of the study, or acquisition of data, or analysis and interpretation of data
2. drafting the article or revising it critically for important intellectual content
3. final approval of the version to be submitted.

- **Changes to authorship**

See: [Special cases](#).

- **Copyright**

Completion of the online submission form electronically is tantamount to automatically and free-of-charge transferring of the copyright for publishing and distribution of the submitted material (in all known now and developed in the future forms and fields of exploitation) to the Publisher, under condition that those materials are accepted for publication. The authors agree not to publish any data or figures presented in their work anywhere and in any language without the prior written consent of the owner of the copyrights, i.e. the Publisher.

The authors have the right to publish the prepared manuscript in electronic repositories and academic databases only of the final version of the manuscript received from the Publisher, this publication have to have information with the exact electronic address of the Publisher's website, where the original version is available.

Legal relations between the Publisher and the author(s) are in accordance with Polish law and with international conventions binding to Republic of Poland.

Commercial use

The articles are made available to private persons under the CC BY-NC-ND 4.0 license. Commercial use without the Publisher's written consent is prohibited. To obtain permission for commercial use, please contact the Publisher (marcin.kuzma@mededu.pl).

- **Role of the funding source**

You are requested to identify who provided financial support for the conduct of the research and/or preparation of the article and to briefly describe the role of the sponsor(s), if any, in study design; in the collection, analysis and interpretation of data; in the writing of the report; and in the decision to

submit the article for publication. If the funding source(s) had no such involvement then this should be stated.

- **Open access**

The articles are made available to private persons under the CC BY-NC-ND 4.0 license. Commercial use without the Publisher's written consent is prohibited. To obtain permission for commercial use, please contact the Publisher (marcin.kuzma@mededu.pl).

- **Informed consent**

Since patients have a right to privacy, identifying information (including patients' images, names, initials, or hospital numbers) should not be included in recordings, written descriptions, or photographs, unless the information is essential for scientific purposes. If so informed consent from the patient must be obtained for publication of these graphics in print and electronic form. If such consent has not been obtained, personal details of patients must be removed.

PREPARATION

- **Peer review**

The received manuscripts are initially examined by the Editors. Manuscripts that do not fall within the journals scope are rejected immediately. Incomplete submissions or manuscripts that have not been prepared in the required style are returned to the authors for completion. If a manuscript is rejected without review, the authors will be notified via e-mail about the reasons for the rejection.

Articles are evaluated by **at least two external referees** who are asked to return comments within 3 weeks. All submitted manuscripts are treated as confidential documents, and reviewers are instructed to treat manuscripts as such. The peer-review process is also confidential. Referees are asked to provide a written review together with the recommendation of acceptance, requirement for revision or rejection of the article. The names of the referees of the individual articles are not disclosed. The list of referees cooperating with the journal is published on the website once a year.

The Editorial Board accepts the article for publication based on the referees opinion. Authors are notified of decisions by e-mail only. The accepted papers are edited to improve their accuracy, clarity and length.

Reviewers criteria for manuscripts qualification

- Title reflects the subject undertaken
- Assumptions are proper
- Work of practical nature
- Aims are clearly defined
- Work of educational nature
- A proper number of suitably chosen and up to date references

- Proper length
- All figures and tables are required
- Standard of language acceptable

Additional criteria for original works

- Appropriate methodology
- Ethical criteria fulfilled
- Research-based work
- Results are adequately presented
- Statistical analysis is reliable
- Discussion refers to results
- Conclusions based on study findings
- Conclusions refer to aims

- **Double-blind review**

This journal uses double-blind review, which means the identities of the authors are concealed from the reviewers, and vice versa. To facilitate this, please include the following separately:

Title page (with author details): This should include the title, authors' names, affiliations, acknowledgements and any Declaration of Interest statement, and a complete address for the corresponding author including an e-mail address.

Blinded manuscript (no author details): The main body of the paper (including the references, figures, tables and any acknowledgements) should not include any identifying information, such as the authors' names or affiliations.

- **Article structure**

The main document of each manuscript should be written in the following order:

Title page

- the full title of the article.
- full name/s of author/s.
- hospital and academic affiliations.
- full name of head of research centre.
- corresponding author contact information.

Formatting requirements

There are no strict formatting requirements but all manuscripts must contain the essential elements needed to convey your manuscript, for example

- Introduction
- Materials and Methods
- Results
- Discussion
- Conclusion/s

If your article includes any Videos and/or other Supplementary material, this should be included in your initial submission for peer review purposes.

Abstract

Should not exceed 700 characters. Do not use abbreviations in the abstract (including spaces).

Digital photo of the main author

Main text

Original articles should be arranged with appropriate subheadings, e.g.: Introduction; Objective; Materials and Methods; Results; Discussion; Conclusion/s. The author should avoid jargon, clichés and laboratory slang.

Abbreviations

On first usage it is necessary to write the full form of a word or phrase in the text. All abbreviations should be explained in the article at first use.

The names of medicinal substances

Chemical names of medicinal substances must be used. Trade names are allowed only in the case of multicomponent formulations, which cannot be broken down into a single active substance, and for the names of device/therapeutic systems.

Units

Follow internationally accepted rules and conventions: use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.

Acknowledgements

Should include all sources of financial support as well as potential conflict of interests for all authors.

Financing

The funding sources should be listed as follows:

Financing: This work has been supported by: XXX [grant number].

If funding for research is not provided, please attach the following sentence: *This research has not received any specific grant from public funding agencies, commercial or non-profit.*

- **Essential title page information**

Title. Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.

Author names and affiliations. Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled. Indicate ORCID number. Present the authors' affiliation addresses (where the actual work was done) below the names. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author.

Corresponding author. Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. This responsibility includes answering any future queries about Methodology and Materials. Ensure that the e-mail address is given and that contact details are kept up to date by the corresponding author.

Present/permanent address. If an author has moved since the work described in the article was done, or was visiting at the time, a 'Present address' (or 'Permanent address') may be indicated as a footnote to that author's name. The address at which the author actually did the work must be retained as the main, affiliation address. Superscript Arabic numerals are used for such footnotes.

- **Highlights**

Presenting the main idea of the paper. Should not exceed 186 characters (including spaces).

- **Keywords**

3 to 7 words for indexing purposes.

- **Tables and figures**

If a figure or table is based on a different figure or table, please indicate the source. In the case of using a table or figure that the authors hold no copyright to, they must obtain the consent of their owner to use and select the source from which they come. Tables must not duplicate the main text. Tables should be attached as editable text, not as images. Tables should be numbered in accordance with their order in the text.

Separate files for each figure are required. TIF, EPS, BMP, GIF, CDR, AI or JPG figure files are strongly preferred, at the standard resolutions (i.e. 300 dpi for photos, 1200 dpi for line art) and scaled to size. All files have to be named.

Figures should not include names of patients, logos, symbolic landmarks or any other identification of their origin.

- **References**

Should be cited using numbers in square brackets on the line. The author should abbreviate titles of periodicals according to the style of Index Medicus, National Library of Medicine.

Indicate references by number(s) in square brackets in line with the text. The actual authors can be referred to, but the reference number(s) must always be given.

Number the references in the list in the order in which they appear in the text. References should be given according to the Vancouver style, according to the following formula:

Reference to a journal article

Kowalski J, Nowak B, Nowakowski RBA. 1st Baltic Cardio-Oncology Meeting. *OncoReview*. 2010; 163: 51-9. <https://doi.org/10.1016/j.Sc.2010.00372>.

Reference to a journal publication with an article number

Kowalski J, Nowak B, Nowakowski RBA. 1st Baltic Cardio-Oncology Meeting. *OncoReview*. 2018; 19: e00205. <https://doi.org/10.1016/j.heliyon.2018.e00205>

Reference to a book

Johnes Jr W, White EB. Cardiovascular complications in cancer. 4th ed. Medical Education, Warszawa 2010.

Reference to a chapter in an edited book

Mettam GR, Adams LB. Cardiotoxicity in breast cancer. In: Johnes Jr W, White EB. Cardiovascular complications in cancer. Medical Education, Warszawa 2010: 281-304.

Reference to a website

Cancer Research UK. Cancer statistics reports for the UK. <http://www.cancerresearchuk.org/aboutcancer/statistics/cancerstatsreport>. (Access: 13.03.2013).

Reference to a dataset

Oguro M, Imahiro S, Saito S et al. Mortality data for Japanese oak wilt disease and surrounding forest compositions, Mendeley Data, v1; 2015. <https://doi.org/10.17632/xwj98nb39r.1>.

Use of DOI is highly encouraged.

Note shortened form for last page number. e.g., 51-9. For more than 3 authors the first 3 should be listed followed by 'et al.'

Journal names should be abbreviated according to the List of Title Word Abbreviations.

- **Video**

“OphthaTherapy” accepts video material and animation sequences to support and enhance your scientific research. Authors who have video or animation files that they wish to submit with their article are strongly encouraged to include links to these within the body of the article. This can be done in the same way as a figure or table by referring to the video or animation content and noting in the body text where it should be placed. All submitted files should be properly labeled so that they directly relate to the video file's content. In order to ensure that your video or animation material is directly usable, please provide the file in one of our recommended file formats with a preferred maximum size of 150 MB per file. Video and animation files supplied will be published online in the electronic version of your article.

- **Supplementary material**

Supplementary material such as applications, images and sound clips, can be published with your article to enhance it. Submitted supplementary items are published exactly as they are received (Excel or PowerPoint files will appear as such online). Please submit your material together with the article and supply a concise, descriptive caption for each supplementary file.

AFTER ACCEPTANCE

- **Proofs**

One set of page proofs (as PDF files) will be sent by e-mail to the corresponding author or a link will be provided in the e-mail so that authors can download the files themselves. To ensure a fast publication process of the article, we kindly ask authors to provide us with their proof corrections within two days.

- **Offprints**

The corresponding author, at no cost, will be provided with a PDF file of the article via e-mail. For an extra charge, paper offprints can be ordered via e-mail. Both corresponding and co-authors may order offprints at: marcin.kuzma@mededu.pl.