

# Instructions for authors

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## Disclosures

Authors must declare all financial disclosures and conflicts of interest in the cover letter and on the title page of the manuscript.

## Ethics

All studies must be in compliance with institutional and international regulations for human and animal studies such as the Helsinki declaration (2008) (<http://www.wma.net/en/30publications/10policies/b3/17c.pdf>) and the South African MRC ethics guidelines (<http://www.sahealthinfo.org/ethics/index.htm>). Human studies require ethics committee approval and informed consent which must be documented in your manuscript. Animal studies require ethics committee approval and must conform to international guidelines for animal research. Compliance with these requirements must be documented in your manuscript.

## Content

1. Title page: It should contain the title of the manuscript, the names of all authors in the correct sequence, their academic status and affiliations. If there are more than 4 authors, the contribution of each must be substantiated in the cover sheet. The main author should include his/her name, address, phone, fax and email address.
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3. Articles should be between 3 000 and 5 000 words in length.
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5. All articles are to be in English.
6. Abbreviations and acronyms should be defined on first use and kept to a minimum.

7. Tables should carry Roman numeral, I, II etc., and figures Arabic numbers 1, 2 etc.
8. References should be numbered consecutively in the order that they are first mentioned in the text and listed at the end in numerical order of appearance. Identify references in the text by Arabic numerals in superscript after punctuation, e.g. ...trial.<sup>(1,3)</sup>

## The following format should be used for references:

### Articles

Kaplan FS, August CS, Dalinka MK. Bone densitometry observation of osteoporosis in response to bone marrow transplantation. *Clin Orthop* 1993;294:73-8. (If there are more than 6 authors, list only the first 3 followed by et al.)

### Chapter in a book

Young W. Neurophysiology of spinal cord injury. In: Errico TJ, Bauer RD, Waugh T (eds). *Spinal Trauma*. Philadelphia: JB Lippincott; 1991:377-94.

### Online media

Norback JS, Lwellyn DC and Hardin JR (2001). Shoptalk 101. Integrating workplace communication into undergraduate engineering curricula [online]. Retrieved February 15, 2012: <http://www.lionhrtpub.com/orms/orms-8-01/norback.html>.

9. Articles are to be submitted by email. The text should be in MS Word. Pages should be numbered consecutively in the following order wherever possible: Title page, abstract, introduction, materials and methods, results, discussion, acknowledgements, tables and illustrations, references.
10. Where possible all figures, tables and photographs must also be submitted electronically. The illustrations, tables and graphs should not be imbedded in the text file, but should be provided as separate individual graphic files, and clearly identified. The figures should be saved as a 300 dpi jpeg file. Tables should be saved in a MS Word or PowerPoint document. If photographs are submitted, 2 sets of unmounted high quality black and white glossy prints should accompany the paper. Figures and photographs should be of high quality with all symbols, letters or numbers clear enough and large enough to remain legible after reduction to fit in a text column. Each figure and table must have a separate self-explanatory legend.
11. Remove all markings such as patient identification from images and radiographs before photographing.

## Submission of manuscripts

Please submit the manuscript by email to the Editor ([afd@sun.ac.za](mailto:afd@sun.ac.za)) and copy it to the operations officer of the South African Heart Association [erika@saheart.org](mailto:erika@saheart.org)

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As the online submission system is still being phased in authors are advised to also submit a copy of the manuscript to the editor by email as indicated above.

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