

**INSTRUCTIONS FOR AUTHORS**  
**JOURNAL OF MOTHER AND CHILD**  
**/ MEDYCYNĄ WIEKU ROZWOJOWEGO**

(formerly *Developmental Period Medicine*/Medycyna Wiekii Rozwojowego)

**Aims & Scope**

Journal of Mother and Child (JMC)/Medycyna Wiekii Rozwojowego, formerly known as Developmental Period Medicine/Medycyna Wiekii Rozwojowego, is a quarterly, peer reviewed, Open Access journal published by the Institute of Mother and Child in Warsaw (Poland), dedicated to disseminating basic and applied research related to health of mother and child.

It is indexed in MEDLINE/PUBMED, Scopus, EBSCO, MNiSW, PBL (Polska Bibliografia Lekarska), Index Copernicus. The journal publishes original research papers, review articles, short communications, case studies. The language of submission is English.

**Submission of the Manuscript**

Manuscripts containing original material are accepted for consideration with the understanding that neither the article nor any part of its essential substance, tables, or figures has been or will be published or submitted for publication elsewhere. This restriction does not apply to abstracts or short press reports published in connection with scientific meetings. Copies of any closely related manuscripts should be submitted along with the manuscript that is to be considered by the Journal of Mother and Child (JMC)/Medycyna Wiekii Rozwojowego. The Journal discourages the submission of more than one article dealing with related aspects of the same study.

## **The Journal of Mother and Child (JMC)/Medycyna Wieku Rozwojowego**

only accepts online submission of papers. The authors are encouraged to refer to the instruction on submitting their manuscript online.

During the online submission procedure, authors are asked to provide:

- a) information on the prior or duplicate publication or submission elsewhere of any part of the work;
  - b) a statement of financial or other relationships that might lead to a conflict of interest or a statement that the authors do not have any conflict of interest;
  - c) a statement that the manuscript has been read and approved by all authors;
  - d) the name, address and telephone numbers and e-mail address of the corresponding author who is responsible for negotiations concerning the manuscript.
- The manuscript must be accompanied by copies of any permission (see Permissions below) to reproduce already published material, to use illustrations or report sensitive personal information about identifiable persons.

All papers submitted to the Journal of Mother and Child (JMC)/Medycyna Wieku Rozwojowego are checked by the editorial office for conformance to the author and other instructions all specified below. Non-conforming manuscripts will be returned to authors. Before submission, please use this check list to avoid the most common reasons for non-conformity:

Table 1. Check list (for original manuscripts and systematic reviews/meta-analyses\*):

Please check that
there is a minimum font size of 12 throughout the contribution, including the reference list, the tables, and figures.
the text has double line spacing (2.0) throughout the main text and the reference list.
the word count and the maximum number of references are within the limits for the contribution type, in accordance with the quick guide below (Table 2).
there is a maximum of 4 medium-sized tables/figures in total (additional tables figures can be added as online-only supplementary files).
there is a title page file (with important data specified below) and the main document file (without authors data but with title of the article), including the information stated in the Instructions to authors.
the abstract is structured under the following headings: Background, Material and methods, Results, Conclusion.
the main text is structured under the following headings: Introduction, Material and methods, Results, Discussion.
relevant ethical issues are mentioned in the manuscript.
there are conflict of interest and funding statements under the headings Conflict of interest and Funding respectively. They are placed at the title page file.
the references are numbered consecutively in the as they appear in the text (Vancouver style).

there are three to ten bulleted key points after the main text, before the references. The same bulleted key points are inserted in the provided space in the online system.

any figures are uploaded in separate files, using the file formats specified in the Instructions to Authors.

the tables and figures are appearing only once throughout the documents. Tables may be either in the main document or in separate files, and the figures in separate files only, but there may not be any duplicates.

\* Other instructions apply for other contribution types regarding the maximum number of tables/figures, headings, etc, in accordance with instructions below. However, the instructions regarding font size and line spacing applies to all contribution types.

## **Preparing the Manuscript for submission**

The following issues are required, in order:

### **1. Title page:**

list title of the manuscript,

all Authors, Contributors,

all affiliations of all Authors,

corresponding Author name, affiliation, postal and electronic address, phone number, other data with personal or institutional identification,

ORCID identifiers of all Authors,

funding information,

conflict of interest declaration,

acknowledgements,

contributorship.

Author names will be published exactly as they appear in the accepted manuscript. Indicate affiliations by number only.

Affiliation footnotes should appear in numerical order at first mention.

Please use the symbols provided in this document for other designations.

Do not include titles (Dr, PhD, Professor, etc.).

Numbers and symbols should be in superscript.

Affiliations will be published as they appear in the accepted manuscript.

Include each component in order of small to large (Department, Division, Section, Institution, City, State, Country).

Do not include ZIP or Postal Codes, street addresses, or building/office numbers.

Do not use abbreviations (e.g. Dept.).

Do not list positions within an institution (e.g. Department Chair, Professor, etc.).

List each affiliation individually and in full.

Contributorship: Use the symbols provided here to indicate equal contributions.

If you would like the equal contributions notes to read differently, please specify in your manuscript (e.g., "AR and MM are Joint Senior Authors").

If there is a consortium or group author on your manuscript, please provide a note that describes where the full membership list is available for the readers.

The membership list can be listed in the Acknowledgments, in Supporting Information, or on the internet.

Consortia/Group authors can have affiliations, but it is not required.

## **2. Manuscript body:**

start with title of the manuscript, abstract, keywords, then the whole body of the manuscript but without any authors names and affiliations listed inside.

Use Level 1 heading for all major sections (Abstract, Introduction, Materials and methods, Results, Discussion, etc.). Bold type, 18pt font.

Only use italics and text formatting where needed (e.g. genus and species names, genes, etc.).

Headings should be written in sentence case (capitalize only the first word of the heading, the first word of the subheading, and any proper nouns and genus names).

NOTE: Do not cite figures, tables, supporting information, or references in the Abstract.

Cite figures as "Fig 1", "Fig 2", etc.

Cite figures and tables in order.

Do not cite "Fig 2" before "Fig 1".

Cite multiple figures as "Figs 1 and 2", "Figs 1-3", etc.

Each figure caption should appear directly after the paragraph in which they are first cited.

Do not include tables within captions.

Use bold type for the figure titles.

Use Level 2 headings for sub-sections of major sections.

Bold type, 16pt font.

Only use italics and text formatting where needed.

Use sentence case.

Use Level 3 headings for sub-sections within Level 2 headings.

Bold type, 14pt font.

Only use italics and text formatting where needed.

Use sentence case.

Tables should be cited as "Table 1", "Table 2", etc.

Cite multiple tables as "Tables 1 and 2", "Tables 1-3", etc.

Tables should be included directly after the paragraph in which they are first cited.

Tables must be cellbased in Microsoft Word or embedded with Microsoft Excel.

Do not use empty rows to create spacing.

Do not include graphic objects, images, or colored text.

Cite references in brackets (for example, "[1]" or "[2-5]" or "[3,7,9]").

References must be cited in order at first mention.

Acknowledgments: Do not include funding or competing interests information in Acknowledgments.

References should be listed after the main text, before the supporting information (Vancouver bibliographic style, with doi identifier where it is possible).

References with more than six authors should list the first six author names, followed by "et al."

List Supporting Information captions at the end of the manuscript in a section titled "Supporting information".

Use a Level 1 heading.

Use bold type for the titles.

Supporting Information files do not require full captions; only labels ("S1 Fig") are fully required.

**Please submit your manuscript in double-space paragraph format.**

## **Format of contributions**

The Journal of Mother and Child (JMC)/Medycyna Wieku Rozwojowego welcomes submissions of the following types of paper:

original articles including systematic reviews or meta-analysis, short communications, commentaries, and letters to the editor.

In addition, the Journal also commissions editorials, 'viewpoint' papers, and book reviews.

Table 2 below shows an overview of the formats for the various contribution types. Please see the text below for more detailed instructions.

Table 2. Quick guide for the contribution types

Contribution	Structure and Maximum word count	Abstract	References*	Tables and figures**
Original manuscript, (including systematic reviews and meta-analyses)	Max. 3500 words Headings: Introduction, Methods, Results, Conclusions, Discussion	Max. 250 words Headings: Background, Methods, Results, Conclusions	Max. 40 references	Max. 4 in total
Short report	Max. 1200 words Headings: Introduction, Methods, Results, Discussion	Max. 100 words No headings	Max. 10 references	Max. 1 in total
Commentary***	Max. 1200 words	-	Max. 10 references	Max. 1 in total
Editorial***	Max. 800 words	-	Max. 5 references	-
Viewpoint***	800-1200 words	-	Max. 5 references	-
Book review***	Max. 500 words	-	-	-
Comment (on published paper)	Max. 500 words	-	Max. 5 references	-

\* References are in the style of Vancouver and Index Medicus in all types of contribution. Please see specific requirements and examples in the Instructions to Authors. (NIH National Library of Medicine Samples of Formatted References for Authors of Journal Articles [https://www.nlm.nih.gov/bsd/uniform\\_requirements.html](https://www.nlm.nih.gov/bsd/uniform_requirements.html))

\*\* Additional tables and figures, and additional references in systematic reviews and meta-analyses, can be added as Supplementary material for access online only.

\*\*\* Usually commissioned. Please see specific requirements in the Instructions to Authors.

Only articles in English are considered for publication. British spelling conventions (Oxford Dictionary) are used. Examples: standardise (not standardize), colour (not color), paediatrics (not pediatrics), foetal (not fetal), etc.

Prepare your manuscript, including tables, using a word processing program and save it as a .doc, .rtf or .ps file. Use a minimum font size of 11 and margins of at least 2.5 cm throughout the manuscript. The text should be left justified and not hyphenated. Number pages consecutively, beginning with the title page.

## Original articles

Original articles (including systematic reviews and meta-analyses) should be presented in the following format: 1) title page, authors, contributors, affiliations, corresponding author with postal and electronic address, phone number, funding; conflicts of interest, acknowledgements; 2) manuscript body: title of the manuscript, abstract with keywords; main text: introduction; methods; results; discussion; key-points; references; tables (each table on a separate page, complete with title and footnotes); figure legends; figures.

Original articles have a word limit of 3500 words and a limit of 40 references. Any exceeding text or references may be added as supplementary material for online access. In that case, a reference to the online supplementary material should be added at an appropriate place in the main document, e.g. in the main text for additional text and at the end of the reference list for additional references. Please follow instructions on the submission site on how to upload supplementary material.

For the articles reporting results of clinical studies or trials, the Journal of Mother and Child (JMC)/Medycyna Wieku Rozwojowego recommends authors to adhere to a resource that provides information about guidelines for reporting different kinds of studies – EQUATOR (Enhancing the QUALity and Transparency of health Research) network (<https://www.equatornetwork.org>).

### **The manuscript of original articles should be presented in the following order:**

1) title page as separate file: title of the manuscript, authors, contributors, affiliations, corresponding author name, affiliation, postal and electronic address, phone number, other data with personal or institutional

identification, ORCID identifiers of all Authors, funding information,

conflict of interest declaration, acknowledgements, contributorship.

2) manuscript body with title, abstract, keywords; main text (introduction; methods; results; discussion); key-points; references; tables; figure legends; figures.

The title page should carry

- a) the title of the article, which should be concise but informative;
- b) first name, middle initial, last name and institutional affiliation of each author;
- c) name of department(s) and institution(s) to which the work should be attributed if not already stated under b);
- d) disclaimers, if any;
- e) name, address, telephone and fax numbers of author responsible for correspondence about the manuscript;
- f) funding information should be declared under the heading 'Funding' after the main text and before references. if there is no funding source, this should be explicitly stated;
- g) acknowledgements: if any acknowledgements are stated, authors are responsible for obtaining written permission from persons acknowledged by name because readers may infer their endorsement of the data and conclusions;
- h) a statement on conflicts of interest should be included in the manuscript. Either mention: 'none declared' or specify the authors' financial or other interests which should be known to the readers. See below for further details.

Manuscript body:

Title of the manuscript. The abstract should be structured under the following headings: Background, Methods, Results, Conclusion. The word limit is 250 words. Add three to six key words or short phrases to the bottom of the abstract page, which will assist us in indexing the article and which may be published with the abstract. Use terms from the Medical Subject Headings (MeSH) list of Index Medicus when possible.

The main text should be divided into the following sections: Introduction, Methods, Results and Discussion. More information on the structure and content of these sections can be found in the Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly work in Medical Journals (<http://www.icmje.org/>). Relevant ethical issues should be discussed in the manuscript and necessary permissions and authorizations declared.

Keypoints should be presented in the form of 3 to 6 bulleted, short statements which give the main messages of the paper. Only one sentence per key point. Include at least one implication for public health policy and practice.

For the references, see the separate guidelines at the end of the author instructions. There is a limit of 40 references for original articles.

Type each table on a separate page, and provide a title for each. Abbreviations in tables should be explained. Place the tables at the end of the main document or upload them in a separate text file. Excel format is not accepted.

Excessive tabular data are discouraged: a maximum of four medium-sized tables/illustrations is allowed. Do not duplicate data in graphs and tables. Additional tables/figures can be presented on the journals' web-page if needed. Do not repeat in the text all the data in the tables or illustrations; emphasize or summarize only important observations. Do not indicate "statistical significance" with bold or otherwise altered font. If you use data from another published or unpublished source, obtain permission and acknowledge fully.

Figures should be professionally designed, using a well-known software package for standard personal computers. Three-dimensional figures are not allowed. Provide the figures in separate files, not as part of the main text. The following figure formats are allowed in the first submission: .jpg, .gif, .tif, .eps or .doc/.docx. However, if the manuscript is accepted, .tif format is required.

Symbols, lettering, and numbering should be clear and large enough to remain legible after the figure has been reduced to fit the width of a single column, i.e. 7 cm. The figure legend should be provided in the submission system when uploading the figure, or at the bottom of the main document, and should not appear in the figure. If a figure has been published earlier, acknowledge the original source and submit written permission from the copyright holder to reproduce the material. If photographs of patients are used, their pictures must be accompanied by written permission to use the picture, whether the patient is identifiable or not. For useful information on preparing your figures for publication, go to <http://cpc.cadmus.com/da>.

Colour figures are accepted. Alternatively, if the colour is not critical for the image's scientific understanding, colour can be published online only, as Supplementary data, with a black and white version being published in the print version of the journal.

## **Comments**

Comments on papers published in the Journal of Mother and Child (JMC)/Medycyna Wieku Rozwojowego are submitted directly on the Journal website (platform). They should be no more than 500 words and 5 references.

Please locate the article on the journal website, sign in or register via the top right bar of the Sciendo website and click on the "Add comment" button at the end of the article.

## **Short reports**

Short reports should have the same format as original articles, but should not exceed 1200 words, and contain a maximum of one table/figure. Abstracts of short reports should not be structured, and should be no longer than 100 words. The maximum number of references is 10.

## **Commentaries**

Commentaries are opinion pieces which reflect on papers previously or currently published in the Journal of Mother and Child (JMC)/Medycyna Wieku Rozwojowego, or on issues of general interest to public health science or policy. Comments on specific papers should in general be given directly under the published paper (please see "Letters to the Editor" below).

Their format is free, but they should at least contain a title page, the main text, funding information, a conflict of interest statement, and references. They do not need an abstract. The main text should not exceed 1200 words. The maximum number of references is 10.

## **Editorials**

Editorials are written by associate editors, section editors or commissioned. They should: explain the way the journal covers a controversial/sensitive subject or constructively criticize issues (while providing solutions) or indicate/praise topics important for health of mother and child. They should be written in a crisp, lively style. They should have a maximum of 800 words, and not more than 5 references.

## **Viewpoint papers**

Viewpoint papers are usually commissioned. Viewpoint sections in the Journal of Mother and Child (JMC)/Medycyna Wieku Rozwojowego usually consist of two or three contrasting pieces which reflect in issues of general interest to public health science or policy. They should be written in a crisp, lively style. They should have a maximum of between 800 and 1200 words, and not more than 5 references.

## **Book reviews**

Book reviews are usually commissioned. They should have a maximum of 500 words.

## **Letters to the Editor**

Letters to the Editor are comments on papers published in the Journal of Mother and Child (JMC)/Medycyna Wieku Rozwojowego. They should be no more than 500 words and 5 references. E-letters, or comments, are submitted directly on the Journal website.

Please locate the article on the journal website, sign in or register via the top right bar of the Sciendo website and click on the "Add comment" button at the end of the article.

# **Authorship**

All persons designated as authors should qualify for authorship. The order of authorship should be a joint decision of the co-authors. Each author should have participated sufficiently in the work to take public responsibility for the content. One author will be asked to act as the corresponding author. This needs not be the first author. All communications from and to the editorial office, the editors, Sciendo etc. will go through the corresponding author.

Increasingly, multicentre trials are attributed to a corporate author. All members of the group who are named as authors should fully meet the criteria for authorship as defined in the Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly work in Medical Journals (<http://www.icmje.org/>).

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During the online submission of the Manuscript, all authors (or author signing on behalf of all co-authors of the Manuscript) will be requested to add signed and scanned authorship statement with JMC license agreement.

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## **Peer review**

All original papers, short reports and commentaries are evaluated by two or three external referees, who are asked to comment on originality, validity, presentation, and importance and interest.

The Journal of Mother and Child (JMC)/Medycyna Wieku Rozwojowego is working towards a system of double-blinded peer review. Manuscripts are blinded to reviewers and authors.

## **Conflicts of interest**

The Journal of Mother and Child (JMC)/Medycyna Wieku Rozwojowego policy requires that authors of all manuscripts reveal any financial interests or connections, direct or indirect, or other situations that might raise the question of bias in the work reported or the conclusions, implications, or opinions stated - including pertinent commercial or other sources of funding for the individual author(s) or for the associated department(s) or organization(s), personal relationships, or direct academic competition.

When considering whether you should declare a conflicting interest or connection please consider the conflict of interest test: Is there any arrangement that would embarrass you or any of your co-authors if it was to emerge after publication and you had not declared it?

Please provide details of potential conflicts of interest to the editorial office. If the manuscript is published, this information will be communicated in a statement in the published paper.

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## Technical information

### Abbreviations and footnotes

Do not use abbreviations in the title or the abstract. Except for units of measurement, abbreviations are discouraged. Use only standard abbreviations. The first time an abbreviation appears it should be preceded by the words for which it stands.

Footnotes are permitted only in tables. Use lower case characters - a, b, c, etc. - to indicate each footnote.

### Units of measurement

Authors of articles must express all measurements in terms of the International System of Units (SI units), but they may include older conventional units in parentheses if they desire.

## Numbers and percentages

All numbers in the text should be written in numeric form except numbers 0-10. Use % symbol instead of writing out the words per cent.

## Drug names

Generic names should be used. Authors who wish to do so may insert brand names in parentheses.

## Funding Information

Details of all funding sources for the work in question should be given in a separate section entitled "Funding acknowledgement". This should appear before the 'Acknowledgements' section, if there is one; otherwise before the reference list.

The full official funding agency name should be given, and grant numbers should be complete and provided in brackets as follows: "[grant number XXX YYYYYYYY]". An example: "This research received no specific grant from any funding agency, commercial or not-for-profit sectors." or "This work was supported by the Eurocores program EuroEPINOMICS of the European Science Foundation. Author XY received support from the American Epilepsy Society. Author YX received support from the Lennox-Gastaut Syndrome Foundation. Author XYZ received support from the BOF-University of Antwerp (FFB180053) and FWO (1861419N). Author ZYX received support from the National Institute of Neurological Disorders and Stroke (R01 NS069605)."

# References

References must be typed with double spacing and must be numbered consecutively as they are cited (**Vancouver style**) with doi identifiers. References first cited in tables or figure legends must be numbered so that they will be in sequence with references cited in the text. Authors are discouraged from citing material that is not commonly available, e.g., databases, patents, computer files etc. Numbered references to personal communications, unpublished data and manuscripts in preparation or submitted for publication are unacceptable. The style of references is that of Index Medicus, with abbreviated journal titles. List all authors when there are six or fewer; when there are seven or more, list the first six, then 'et al'. Identify references in text with superscript Arabic numerals. Sample references are as follows:

1. Standard journal article: McIsaac SJ, Wilkinson RG. Income distribution and cause-specific mortality. *Eur J Public Health*. 1997;7:45-53. doi:
2. Organization as author: The Royal Marsden Hospital Bone-marrow Transplantation Team. Failure of syngeneic bone-marrow graft without preconditioning in post-hepatitis marrow aplasia. *Lancet*. 1977;2:742-4. doi:
3. No author given: Coffee drinking and cancer of the pancreas [editorial]. *BMJ* 1981;283:628. doi:
4. Article in a foreign language: As above. Include an English translation in parentheses after the original title. doi:
5. Supplement article: Magni F, Rossoni G, Berti F. BN-52021 protects guinea-pig from heart anaphylaxis. *Pharmacol Res Commun*. 1988;20 Suppl 5:75-8. doi:
6. Volume with part: Hanly C. Metaphysics and innateness: a psychoanalytic perspective. *Int J Psychoanal*. 1988;69(Pt 3):389-99. doi:
7. Book reference: Colson JH, Armour WJ. Sports injuries and their treatment. 2nd rev ed. London: S Paul, 1986. ISBN
8. Chapter in a book: Weinstein L, Swartz MN. Pathologic properties of invading microorganisms. In: Sodeman WA Jr, Sodeman WA, editors. *Pathologic physiology: mechanisms of disease*. Philadelphia: Saunders, 1974:457-72. ISBN
9. Conference paper: Harley NH. Comparing radon daughter dosimetric and risk models. In: Gammage RB, Kaye SV, editors. *Indoor air and human health. Proceedings of the Seventh Life Sciences Symposium; 1984 Oct 29-31; Knoxville (TN)*. Chelsea (MI): Lewis, 1985:69-78.
10. Scientific or technical report: Akutsu T. Total heart replacement device. Bethesda (MD): National Institutes of Health, National Heart and Lung Institute; 1974 Apr. Report No.: NIH-NHLI-69-2185-4.
11. Dissertation: Youssef NM. School adjustment of children with congenital heart disease [dissertation]. Pittsburgh (PA): Univ of Pittsburgh, 1988.
12. Newspaper article: Rensberger B, Specter B. CFCs may be destroyed by natural process. *The Washington Post*. 1989 Aug 7;Sect A:2(col 5)
13. Legal material: Toxic Substances Control Act: Hearing on S.776 Before the Subcomm. on the Environment of the Senate Comm. on Commerce. 94th Congr., 1st Sess. 343 (1975).
14. Map: Scotland [topographic map]. Washington: National Geographic Society (US), 1981.
15. Dictionary and similar references: Ectasia. *Dorland's illustrated medical dictionary*. 27th ed. Philadelphia: Saunders, 1988:527.
16. Classical material: *The Winter's Tale*: act 5, scene 1, lines 13-16. *The complete works of William Shakespeare*. London: Rex, 1973.
17. Lillywhite HD, Donald JA. Pulmonary blood flow regulation in an aquatic snake. *Science*, in press.
18. Website: Federal Ministry of Labour, Health and Social Affairs, Austria: <http://www.bmags.gv.at> Accessed [Date (i.e. date reference item accessed on organization website)].

The number of references used in a paper are limited to the following:

Original Articles: 40 references. Additional references can be accommodated in the online version.

Short Reports: 10 references

Commentaries: 10 references

Comments: 5 references

## **Supplementary material**

Supporting material that is not essential for inclusion in the full text of the manuscript, but would nevertheless benefit the reader, can be made available by the publisher as online-only content, linked to the online manuscript. There is no charge for the publication of online-only supplementary data/tables/figures. Such material should not be essential to understanding the conclusions of the paper, but should contain data that is additional or complementary and directly relevant to the article content. Such information might include more detailed methods, extended data sets/data analysis, or additional figures (including colour).

All text and figures must be provided in suitable electronic formats. All material to be considered as Supplementary material must be submitted at the same time as the main manuscript for peer review. It cannot be altered or replaced after the paper has been accepted for publication. Please indicate clearly the material intended as Supplementary material upon submission. Also ensure that the Supplementary material is referred to in the main manuscript where necessary.

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Before final publication in the Journal of Mother and Child (JMC)/Medycyna Wieku Rozwojowego, every accepted manuscript is subject to British-English-language proofreading.

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Any author or researcher can go to ORCID (<http://www.orcid.org>) and create an ORCID ID for themselves for free.

A rapidly growing number of academic institutions are integrating their network sign in systems with ORCID. If you are a member of an institution, you should contact your local IT staff to inquire how you can connect your ORCID ID with your institutional username.

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