## CAMBRIDGE Instructions for Contributors

# **Reproductive Medicine Review**

All material prepared for publication is assumed to be written exclusively for *Reproductive Medicine Review* and not to have been submitted for publication elsewhere. All authors must sign a transfer of copyright form and present it with the manuscript. Papers should be prepared in accordance with the 'Vancouver style' (see References).

Priority and time of publication are decided by the Editor, who retains the customary right to edit, if necessary, material accepted for publication.

Two copies of the manuscript should be prepared. Two copies (with any illustrations) should be submitted to the Editor in Chief, Professor I. T. Cameron, Department of Obstetrics and Gynaecology, University of Southampton, Princess Anne Hospital, Coxford Road, Southampton, SO16 5YA, UK. Email: itc@soton.ac.uk

Authors should also keep a copy for their own reference.

A copy of the covering letter sent with the manuscript shoud be sent to the Senior Publishing Assistant, Journals, Cambridge University Press, The Edinburgh Building, Shaftesbury Road, Cambridge, CB 2RU, UK.

## Manuscripts, tables and illustrations

Type treble-spaced throughout on one side of the sheet only and number pages consecutively. Authors should include their names and initials, their posts at the time they did the work and their current appointments and qualifications. The name and address of the author to whom correspondence, proofs and offprint orders are to be sent should also be given, together with telephone, fax numbers and email addresses where available.

Authors are encouraged to submit their review on disk (in addition to the 3 typescripts). Disks should preferably be in Microsoft Word or WordPerfect (PC compatible or Macintosh format) and should be labelled with the first author, the software and hardware used and the name of the file to be processed. The publisher reserves the right to typeset material by conventional means if an author's disk proves unsatisfactory.

Drugs should be given their approved, not proprietary names and the source of any new or experimental preparation should be given. Abbreviations should be spelt out in full when first used in the text. In the text SI units should be used, but blood pressure should be expressed in mmHg and haemoglobin as g/dl. Full points should not be used after contractions or abbreviations (except for lower case abbreviations - e.g., i.e., i.v. and no.). Spelling should follow the Oxford English Dictionary.

Tables and illustrations should be submitted separate from the text with legends to illustrations also separate. Photographs should be prints (not negatives, transparencies or radiographs); they should be no larger than 30 x 21 cm and trimmed to remove excess material. The top should be marked in soft pencil on the back. Patients in photographs should not be identifiable and should have their eyes masked to conceal identity. Any identifiable photograph should be accompanied by written permission from the patient. If material has been published elsewhere, written consent for republication must be obtained from the copyright holder.

#### References

References should follow the 'Vancouver style' and be numbered in the order in which they appear in the text. The full list of references should give the names and initials of all authors (unless there are more than six, when only the first three should be given, followed by et al.). The authors' names are followed by the title of the article; the title of the journal abbreviated according to the style of *Index Medicus*; the year of publication; the volume number; and the first and last page numbers of the article. For chapters in books give the names and initials of chapter authors; chapter title; names and initials of editors of the book; the book title; place of publication; publisher; year of publication and first and last page number of chapter. Authors must verify references against the original documents before submitting the review. For example of style see recent issue of the journal.

## Copyright

Authors must obtain permission to reproduce copyright material. Submission of an article implies that it has not been published and is not being considered for publication elsewhere, either in the submitted form or in a modified version. Authors of articles published in the journal assign copyright to Cambridge University Press (with certain rights reserved) and you will receive a copyright assignment form for signature on acceptance of your paper. However, reasonable requests to reproduce figures appearing in *Reproductive Medicine Review* will be considered favourably, subject to due recognition.

#### **Proofs**

Proofs will be supplied only once in the form of page proofs. Please remember that:

- (i) Proof corrections are disproportionately expensive. For example, the insertion of three commas on a page will frequently cost as much as, or more than, the original setting cost of the entire page.
- (ii) If there is a delay in returning proofs, it may be too late to include your corrections in the final version of the journal.

The publisher reserves the right to charge authors for corrections of non-typographical errors.

## **Offprints**

Each principal author will receive 25 offprints of his/her review. Additional offprints can be purchased if ordered at proof stage.