

Guidelines for the preparation of the manuscript for the monograph

1. The manuscript is prepared in the English language

2. Summaries

The summary in English with the selection of three or four key words should be located after the title page in the text of each type of the research study and should include no more than 1100 characters with spaces (about 150 words).

The text of the summary for the original scientific researchers should be divided into four parts: Introduction, Material and Methods, Results and Conclusions.

The summaries for other scientific researchers should not include the above-mentioned division.

The summary in Polish [compatible with the Polish version] with the title and key words should be included after the bibliography.

3. The main text

The text of original scientific researchers should be divided into five parts: Introduction, Material and Methods, Results, Discussion and Conclusions. The volume of "*Introduction*" has to be restricted to the information that is necessary for the justification of the purpose of the above-mentioned research as well as the analysis of the results that are presented. The abbreviations used in the scientific researchers should be replaced before their introduction or their explanation should be given during the first use in the text.

Review researchers should include: Introduction, chapter titles resulting from the discussed issues, Summary.

Case studies should include: Introduction, Case study, Summary.

4. Formatting: the printed page should be A4 size and include 30 lines with 60-65 characters (including punctuation marks and spaces) in the line. **In the case of the Word editor it is advisable to use Times font 12 (the Polish font is necessary) as well as line spacing 1.5.**

5. Record at least 20 thousand characters with spaces, maximally 40 thousand characters with spaces.

6. The text should be written with **the basic font and taking into account the fractions (the upper and lower indexes).**

It should be made the suggested distinctions (bold, italics).

7. The title and the subheadings should be separated with **the double spacing** (written in the basic text, without distinctions and underscores).

8. The bibliography

References to the bibliography in the text should be placed in square brackets with the number of the cited reference item according to the list at the end of the scientific research, not in the form of a bottom line placed under the main text. For multiple entries, it should be given all numbers separated by commas without spaces or the range – if they are consecutive, for example [5.8,12] or [6-9.14]. The numbering of the cited materials should follow the order in which they appear in the text. It is preferred the Vancouver system which is used for NLM (*National Library of Medicine*). The names of all authors must be given with the first letter of the first name. In the case of chapters in books, the range of pages of the cited chapter must be given at the end. The title of the item should be highlighted in italic font. Texts shall be accompanied by electronic identifiers, if available. Models of the way of presenting bibliographic data, depending on the type of source, are given below.

- Article in a scientific journal:

Buchanan JG, Scott PJ, McLachlan EM. *A chromosome translocation in association with periarteritis nodosa and macroglobulinemia*. Am J Med. 1967; 42: 1003–1010. doi: 10.1016/0002-9343(67)90081-2.

- Article in a scientific journal in preparation:

Pontarollo G, Mann A, Brândao I, Malinarich F, Schöpf M, Reinhardt C. *Protease-activated receptor signaling in intestinal permeability regulation*. FEBS J. 2019 Sep 8. doi: 10.1111/febs.15055. [Epub ahead of print][dostęp: 9 września 2019].

- Book:

Davies N. Europa. *Rozprawa historyka z historią*. Znak, Kraków 1998.

- Chapter in the book:

Grodziski S. *Habsburgowie* [w:] Mączak A (red.). *Dynastie Europy*. Zakład Narodowy im. Ossolińskich, Wrocław 1997; 102–136.

- Website:

World Health Statistics 2019: Monitoring health for the SDGs [online]. Geneva: Global Health Observatory (GHO) data, 2019 [dostęp: 06-09-2019],
https://www.who.int/gho/publications/world_health_statistics/2019/en.