

Strahlentherapie und Onkologie

Dear Authors,

In order to ensure a seamless publication process, we would ask you to draft your article according to the following guidelines.

General notes

Strahlentherapie und Onkologie publishes original articles, review articles, short communications, case studies, literature reviews, and comments on oncology, especially on radiologic oncology, radiation biology, radiation physics, and nuclear medicine. Articles should not have been published previously, nor should they have been offered simultaneously to other journals. The decision to accept an article – even in the case of invited articles – is made following a peer-review assessment by independent experts.

Language.

The Language for original articles, review articles, short communications/case studies and editorials is English. The abstract has to be provided in German, additionally.

Manuscript submission.

Invited manuscripts (e.g. literature reviews) or letters to the editor should be sent by email to the following address: roswitha.henschke@uk-erlangen.de
Uninvited manuscripts should be submitted directly online at:
www.editorialmanager.com/suon

Contact person.

The editorial department's contact person for all matters pertaining to a manuscript (e.g. reminders about manuscript submission, requests to shorten the manuscript etc.) is the named corresponding author. He or she is responsible for liaising between co-authors.

Structure and organization of original and review articles

Articles should be organized into the following sections:

- Introduction/Background
- Methods / Patients
- Results
- Discussion and
- Conclusion.

The opening section should introduce the question being addressed; the aims of the investigation should be briefly described at the end of this section.

The Methods section should present the scientific basis of the investigation in a reproducible manner.

Results: New findings made during the investigation should be presented clearly, comprehensibly and without repetition.

Discussion: Core findings should be commented upon, compared with other works and critically evaluated. This section ends possibly with a conclusion.

Essentially, articles are organized as follows:

- Short, meaningful and interesting article title in English and German
- The names of all authors with their academic titles and all institution or clinic details. Please restrict the number of authors to 10.
- Full address (postal address, telephone, fax and e-mail) of the correcting author (who is also the corresponding author)
- Short and concise abstract in English and German (max. 250 words each) structured in Background (Purpose, Aim), Material (Patients), Methods, Results, Discussion, and Conclusion. The German abstract in form and content equal to the English abstract.
- 5 keywords in English and in German
- Acknowledgements should be made at the end of the article
- Declaration of possible conflicts of interest has to be stated for each author at the end of the text (see "Compliance with Ethics Guidelines")
- Reference list (limited to 40 references)
- Figure legends in English
- Tables are given with a short heading
- Figures / Tables should be restricted to 7 per article

Structure: General Requirements

The manuscript (excluding the two abstracts and the reference list) should not exceed **2,700 words**. The length of both abstracts should be kept to **250 words**, each. The manuscript should include no more than 40 references and a total of **7 tables/figures**.

Manuscripts should be provided in **Word or rtf format**. Please do not include any layout instructions such as placements for graphics in the file and avoid end-of-line hyphenation. Use carriage returns only to end headings and paragraphs, not to break lines of text. Please save **tables and figures each as separate files**; do not integrate them in the text. It should be possible to identify the figure by its file name.

Language/Spelling.

Where abbreviations are used in the text, these should be defined on their first use followed by the abbreviation in parentheses. The authors are responsible for ensuring that the text is written in Oxford English and correct German language, easy and pleasing to read.

References.

The limit of 40 references per article should not be exceeded. References should be cited within the text using consecutive numbering (Arabic numerals). The citation number appears in the text in square brackets, hence numbering begins with [1]. Citations are then listed numerically in the reference list according to the following samples:

- **Citing journal articles:**
 1. Barker CL, Routledge JA, Farnell DJJ (2009) et al. The impact of radiotherapy late effects on quality of life in gynaecological cancer patients. *Br J Cancer* 100:1558-65.
- **Citing books:**
 1. Bork K (2005) *Arzneireaktionen*. In: Braun-Falco O, Plewig G, Wolff HH, Burgdorf WHC, Landthaler M (Hrsg) *Dermatologie und Venerologie*. Springer, Berlin Heidelberg New York, S 431-446
- **Citing websites/online documents:**
 1. <http://www.springer.com>. Accessed on 01/03/2012
- **Citing journal articles using the DOI:**
 1. Hum Genet (in press). DOI 10.1007/s004399900092

Journal titles are to be abbreviated according to the Index Medicus. Authors using "Endnote" may download the reference style from the journal homepage using the option "For Authors".

Tables and figures.

The number of tables/ figures is restricted to 7 per article. Tables and figures should not be incorporated in the body of the text, but placed at the end of the manuscript, instead. However, tables or figures should be cited at the appropriate point in the text. Tables/ figures are to be numbered in the order in which they appear in the text.

- Tables are given a short heading. Other information (e.g., definitions of abbreviations) should be placed below the table or overview. Carriage returns must not be used within tables.
- Figures require a short explanatory legend. All figure legends should be given at the end of the manuscript, separate from the figures and on a separate page. Figures have to be submitted in TIFF, JPEG or PPT format, with a resolution of at least 300 dpi, separately.

Acknowledgements.

Any acknowledgements should be made at the end of the article.

Compliance with Ethics Guidelines

Conflict of interest

All articles for Springer specialist journals require a declaration on any conflict of interests relating to the present and the past five years.

This declaration is good publishing practice according to the uniform requirements for manuscripts submitted to biomedical journals of the International Committee of Medical Journal Editors and helps to establish scientific transparency.

Authors are formally requested to declare any financial and personal relationship to third parties whose interests could be positively or negatively influenced by the article's content. Even if the author believes there to be no influence.

A conflict of interests exists whenever an author has a financial or personal relationship with a third party whose interests could be positively or negatively influenced by the article's contents:

- Financial relationships with companies whose products are directly or indirectly involved in the article. *Example: A pharmaceutical company making or distributing a drug mentioned in the article or making or distributing a competitive product*
- Contracts of employment
- Consultancies
- Shareholdings
- Speaker's fees
- Reimbursements of travel expense
- Study sponsorships or other types of third party funding
- Links to health insurance funds, politicians or other interest groups
- Personal conflicts of interest exist, for example, if the author has a close relationship with someone whose economic or non-material interests are affected by the article (partnership, family relations etc.)

The declaration on the conflict of interest has to be stated for each author at the end of the text, followed by the reference list. Even if there is no conflict of interest, this must be stated explicitly. The declaration will be published.

Example:

Conflict of interest: Prof. Dr. A is a consultant for the company XY/receives a consultancy fee from the company XY; until recently, Dr. B was in an employment relationship with the company Z; Prof. Dr. C states that there are no conflicts of interest.

Patients' rights and animal protection statements

Statements concerning having received approval by the appropriate ethics commission and having obtained informed consent from the participating patients should already be made at the time of submission of your manuscript.

In the case of studies on humans, samples derived from humans, and research with personal data, the Helsinki Declaration in its current version and the opinion issued by the regional or institutional ethical committee must be observed.

In the case of use of laboratory animals, please confirm that all national guidelines for the care and use of laboratory animals have been complied with and approval has been obtained from the responsible authorities.

Examples

All procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional and national) and with the Helsinki Declaration of 1975 (in its most recently amended version). Informed consent was obtained from all patients included in the study.

Additional informed consent was obtained from all patients for whom identifying information is included in this article.

All institutional and national guidelines for the care and use of laboratory animals were followed.

This article does not contain any studies with human or animal subjects.

General and legal requirements

Right of use/copyright

Prior to publication of an article, the author transfers the exclusive, geographic and permanent right regarding storage, duplication, communication and distribution.

Figures/video material

As an author, it is your responsibility to ensure that, on submission of your manuscript, all necessary permissions to use figures or video material have been provided.

- Figures (including those in modified form) from the publications of other publishers or taken from the Internet may only be included if the author submits a permission to publish without time limit (in print/online/offline) given by the rights owner (e.g. first publisher, homepage provider).
- If the first publisher is a member of the International Association of Scientific, Technical and Medical Publishers (stm), it is possible that copyright permission may not be necessary or that permission is granted free of charge. For more information and a current list of stm members please visit <http://www.stm-assoc.org/permissions-guidelines/>. All sources must be cited in legends.
- Images showing recognisable persons (possibly also due to distinguishing characteristics, e.g. tattoos or scars) must be authorised in writing by these persons or their legal representatives. The "Patient Photos" form can be found

on the journal homepage, option "For Authors".

- To illustrate your subject, you may add video material to your manuscript. Please refer to it in your text (citation, fixed image with legend).

Using the names of drugs and active ingredients.

Please always use the names of active ingredients and not their trade names. Within a group of active ingredients, make sure there is a balance in the use of the individual names of active ingredients. If your article makes reference to medicinal agents or drug products, we would ask you to check and update the compositions, dosages, and spelling.

Further information

Electronic proofreading procedure

We will send you a PDF file of your article by e-mail for you to proofread and authorize for publication. Important: No further corrections are possible following authorization to print!

Online-first publication

Following correction and authorization, your article will be published online. Thanks to the Digital Object Identifier (DOI), it can be quoted immediately, irrespective of the publication date of the printed version.



Manuscript checklist: Missed anything?

Dear Authors, please ensure that your manuscript is complete before submitting it to the editorial department by using the following checklist

General points

- Total length: 2,700 words (excluding both abstracts and references)
- Please use the SI system for units of measurement
- Explain abbreviations in the text
- Include a declaration on the conflict of interest, patients' rights and animal protection at the end of the manuscript (for more information, see "Compliance with Ethics Guidelines")
- Include a statement to the declaration of Helsinki

Manuscript structure

- Full address of the corresponding author including telephone number, fax, e-mail
- Given and family names of all authors and their academic titles
- Institutions at which the authors are active
- Short, meaningful title (English and German, approx. 50 characters), if necessary with explanatory subtitle
- English and German abstract (max. 250 words) structured into Introduction, Methods, Results, Discussion and Conclusions
- 5 English and German keywords. In this way, your text can be found more easily in databases using the "Medical Subject Heading" (MeSH) – (<http://www.nlm.nih.gov/mesh/authors.html>)

Figures/tables

- Important: Permission to publish (print, online, offline) figures from other publications and from the Internet without time limit is compulsory. The relevant form can be found on the journal homepage (option "For Authors")
- At most 7 figures/tables
- Refer to all figures/tables in the text
- Number figures/tables in the order of their appearance in the text and mark the different parts of the figure as: (a), (b), etc.
- Short table legends with explanations in table footnotes
- Figures formats: tif, jpg, ppt, pptx, eps, PDF
- Figures resolution of at least 300 dpi
- Written consent of identifiable persons

Video material

- MediaContainer: QuickTime (information under <http://www.apple.com/de/quicktime>). Recommended compression codecs: Video H.264; Audio AAC. To maximise usability on mobile devices, please note that file size should not exceed 200 MB/file.

References

- No more than 40 references with numbers in square brackets
- "Endnote": the reference style can be downloaded from the journal homepage (option "For Authors")
- Use Medline abbreviations for journals

Technical and quality requirements

- Text pages are numbered
- The text has been submitted as a Word or rtf-document (no pdf)
- All specialist terms and abbreviations have been explained or defined on their first use

Please submit your manuscript at
www.editorialmanager.com/suon