

Instructions for Authors – Original Articles

1 Submission process

Manuscript submissions to the scientific section of the journal are possible in German and in English.

“Geburtshilfe und Frauenheilkunde” only allows online submission via ScholarOne Manuscripts™: <http://mc.manuscriptcentral.com/gebfra>

The submission process can be interrupted and reconvened at any time. Assistance with the process of manuscript submission is available from ScholarOne Manuscripts™ customer support team: <http://mchelp.manuscriptcentral.com/gethelpnow/> and the GebFra Editorial Team: GebFraOffice@thieme.de

With the submission, the authors confirm that the manuscript has not been published previously and that it is not actually submitted to any other journal. In the course of the submission and production process the authors will be asked to declare possible “conflicts of interest” (COI), confirm that the manuscript has been prepared in accordance with the “Declaration of Helsinki”, and that the tenets of the “Guide for the Care and Use of Laboratory Animals” have been followed. It is important that all mentioned co-authors agree to the publication.

All articles will be published both in print and online. All articles in the scientific section of the journal (“GebFra Science”) are published online “open access”, under a CC-BY-NC-ND license, see <http://creativecommons.org/licenses/by-nc-nd/3.0/>.

German-language articles will be translated into English by the Thieme publishing group (abstract and main text); the German version of those articles will be published online only as supporting material.

For each English-language manuscript accepted for publication, Thieme publishing group will provide a German translation of the abstract; all original articles are published both with an English and German abstract.

2 Preparing main manuscript text

Please read the following instructions carefully. Manuscripts which do not comply with the format explained below will be rejected by the editorial office prior to peer review.

- ▶ Language: “Geburtshilfe und Frauenheilkunde” accepts manuscripts written in English or German. Spelling should be US English or British English, but not a mixture.
- ▶ Quality: Manuscripts with poor results, low scientific value or providing no new aspects to the scientific community will not be considered for publication. Also, articles with insufficient language quality (German or English) will not be admitted to peer review.
- ▶ Length, abbreviations: Original articles should not exceed 35 000 characters. There is no explicit limit on the length of articles submitted, but authors are encouraged to be concise. Maximum of 6 individual figures or tables. If abbreviations are used in the text they should be defined in the text at first use.

Organization of manuscript

Manuscripts should be presented in the following order: title page, abstract, key words, introduction, patients/materials and methods, results, discussion, conflict of interest, acknowledgements, references, figure legends, tables and figures.

Title page

The title page should include the title of the article, the full names of all authors, and addresses of all affiliations. The corresponding author should also be indicated.

Abstract

The Abstract of the manuscript should not exceed 2500 characters and must be structured into separate sections:

- ▶ Introduction: The authors should state the scientific context and should end this section with the study aims.
- ▶ Patients or Materials and Methods: The authors should explain how the study was performed and which statistical tests have been used.
- ▶ Results: The authors should state the main findings. Please, be concise and do not try to overload this chapter with secondary findings.
- ▶ Conclusions: The authors should give a brief summary and conclusions.

The abstract should not contain abbreviations or references.

Key words

Give three to five key words. Choose your key words from the list in the submission system (ScholarOne Manuscripts™) or add key words of your own.

Introduction

The Introduction section should be written in a way that is comprehensible to readers who are not specialists in the scientific field of the manuscript. The Introduction section should summarize the rationale for the study and outline pertinent background material to indicate why this study was necessary and what it aimed to add to the particular scientific field. The Introduction section should end with the study aims. The Introduction section should not contain either findings or conclusions.

Patients or Materials and Methods

The Methods section should include the design of the study, the recruitment of patients, animals or materials involved, a clear description of all interventions and comparisons, and the type of analysis used, including a statistical analysis. Generic drug names should generally be used. When proprietary brands are used in research, include the brand names in parentheses in the methods section.

In the Methods section results must not be presented or discussed.

The Methods section should be broken into subsections with short, informative headings.

Results

The Results section should be presented in a logical sequence in the text, tables and figures; repetitive presentation of the same data in different forms should be avoided.

The Results section should also be written in a way that is comprehensible to researchers who are not specialists in the scientific field of the manuscript and must clearly state the data. Results of statistical analysis should include, where appropriate, relative and absolute risks or risk reductions, confidence intervals and p-values.

The Results section should also be broken into subsections with short, informative headings.

In the Results section results must not be discussed.

Discussion

The Discussion section should also be written in a way that is comprehensible to researchers who are not specialists in the scientific field of the manuscript and should be structured in the following way: Short summary of the data presented, discussion of the presented data within the context of published literature, presentation of the strength and limitations of the own study. The Discussion section must not be broken by subheadings.

Conclusions

The authors should state clearly the main conclusions of the research and give a clear explanation of their importance and relevance. Summary illustrations may be included.

Conflict of Interest

A conflict of interest exists when your interpretation of data or presentation of information may be influenced by your personal or financial relationship with other people or organizations. Authors must disclose any financial conflicts of interest. All conflicts of interest that are declared will be listed at the end of published articles. Where an author states no conflict of interest, the listing will read "The author(s) declare that they have no competing interests".

Acknowledgements

Please acknowledge anyone who contributed to the article by making substantial contributions to conception, design, acquisition of data, or analysis and interpretation of data, or who was involved in drafting the manuscript or revising it critically, but who does not meet the criteria for authorship. Please also include the source(s) of funding for each author, and for the manuscript preparation.

References

References are listed at the end of the text in the order in which they appear in the text using Arabian numbers. These numbers are placed in square brackets in the text. All references given in the list must be cited at appropriate places in the text. If cited in tables or figure legends, number according to the first identification of the table or figure in the text.

If automatic numbering systems are used, the reference numbers must be finalized and the bibliography must be fully formatted before submission.

"Geburtshilfe und Frauenheilkunde" provides the English and the German Endnote Style File for the journal, see www.gebfra.thieme.com, „For Authors → Instructions and Forms“.

Names of journals should be abbreviated in the style used in PubMed. Authors are responsible for the accuracy of the references.

Examples of the "Geburtshilfe und Frauenheilkunde" reference style:

Journal article: Juhasz-Böss I, Laschke MW, Müller F et al. Endometriosis: survey of current diagnostic and therapeutic options and latest research work. *Geburtsh Frauenheilk* 2014; 74: 733–742

Journal article – in press: von Wolff M, Rohner S, Santi A et al. Modified natural cycle In-vitro fertilization – an alternative IVF treatment with lower costs per achieved pregnancy but longer treatment time. *J Reprod Med* 2013; in press

Journal article – e-pub ahead of print: Stupin J, Arabin B. Overweight and obesity before, during and after pregnancy. Part 1: Pathophysiology, molecular biology and epigenetic consequences. *Geburtsh Frauenheilk* 2014; DOI: 10.1055/s-0034-1368486

Book: Gätje R, Eberle C, Scholz C, Lübke M, Hrsg. *Kurzlehrbuch Gynäkologie und Geburtshilfe*. Stuttgart: Thieme; 2011: 110–119

Chapter in a book: Zaino R, Carinelli SG, Ellenson LH et al. Tumours of the uterine Corpus: epithelial Tumours and Precursors. In: Kurman RJ, Carcanglu ML, Herrington CS, Young RH, eds. *WHO Classification of Tumours of female reproductive Organs*. 4th ed. Lyon: WHO Press; 2014: 125–126

Electronic material: Beckmann MW, Denschlag D, Gaß P et al. 195. Stellungnahme der DGGG – Durchführung des Medizinproduktegesetzes – Gynäkologische Morcellatoren. 2014. Online: http://www.dggg.de/leitlinienstellungnahmen/aktuelle-stellungnahmen/?elID=dam_frontend_push&docID=2607; last access: 17.10.2014

Preparing figures and figure legends

Figures and images should be labeled sequentially, numbered and cited in the text. In general, full length articles will contain up to 6 figures and/or tables. Each figure should be saved in a separate file. Figures including multiple parts (e.g. Fig. 1a, 1b, 1c) should be saved in a single file (e.g. Fig. 1a–c). The figure number should be placed above each figure.

The figure legends should be included in the main manuscript text file at the end of the document. For each figure, the following information should be provided: Figure number (i.e. Fig. 1, 2, 3 etc); short title of figure (maximum 15 words); detailed legend, up to 1000 characters.

Figures must be provided in sufficient quality. Illustrations should be provided as separate files, not embedded in the text file. Suitable formats for figures are "tif", "gif", "jpg" and "bmp" files (resolution 300 dpi). Graphics will also be accepted in Word and PowerPoint graphic formats. All figures, tables and graphs should be numbered consecutively and be accompanied by a caption. There is no charge for the use of colour figures. – Important: If a figure or table is taken from another publication, the author is asked to obtain written consent to use it from the publisher. "Geburtshilfe und Frauenheilkunde" will not publish any material of which Thieme publishing group has not received unrestricted permit of use.

Preparing tables

Each table should be numbered and cited in sequence using Arabic numerals (i.e. Table 1, 2, 3 etc.) and should always be cited in the text. Tables should not duplicate the content of the text. Tables should also have a title that summarizes the whole table. Detailed legends may then follow, but they should be concise.

3 Peer review and revision process

Each manuscript submitted to the scientific section of the journal will be reviewed carefully. Authors will receive a review report including comments of the reviewers, together with requests of change or improvement of the manuscript.

Please note: You will not be able to make revisions of your manuscript within the manuscript system. You are asked to revise your manuscript on your computer and upload it by submitting it through your Author Center in ScholarOne Manuscripts™: <http://mc.manuscriptcentral.com/gebfra>

Please, highlight the changes you have made in the document for example by using the track changes mode in MS Word and respond to the reviewers' comments in a "point-to-point" reply for example in the cover letter.

Please, up-load no former versions parallel to the revised version of the manuscript.

Please, up-load only the revised version which includes the tracking of changes (no additional "clean" version of the revised manuscript).

4 Galley proofs, corrections, reprints

After acceptance by the journal's editors, the corresponding author will receive a galley proof in the form of a PDF file. Authors are asked to check the proofs carefully and return the corrections to the publisher as soon as possible.

Together with the proofs, the corresponding author will receive an electronic form of the Conflict of Interest (COI) and the Copyright Transfer Agreement which he is asked to fill in on the part of all co-authors.

After publication, the corresponding author will receive a PDF author reprint for private use.