

# Brazilian Journal of Physical Therapy

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## Introduction

### Types of article

The **Brazilian Journal of Physical Therapy (BJPT)** publishes original research articles, reviews, and brief communications on topics related to physical therapy and rehabilitation, including clinical, basic or applied studies on the assessment, prevention and treatment of movement disorders. Our Editorial Board is committed to disseminate high-quality research in the field of physical therapy. The BJPT follows the principle of publication ethics included in the code of conduct of the Committee on Publication Ethics (COPE). The BJPT accepts the submission of manuscripts with up to 3,500 words (excluding title page, abstract, references, tables, figures and legends). A total of five (5) combined tables and figures is allowed. Any extra information that the authors would like to publish with the manuscript can be published as Appendices or Supplementary material. Appendices will be included in the total number of words allowed and published at the end of the PDF version of the article after the references. Supplementary material is hosted online and its content is not included in the manuscript word count.

The following types of study can be considered for publication, if directly related to the journal's scope:

**a) Intervention studies (clinical trials):** studies that investigate the effect(s) of one or more interventions on outcomes directly related to the BJPT's scope. The World Health Organization defines a clinical trial as "any research study that prospectively allocates human participants or groups of humans to one or more health-related interventions to evaluate the effect(s) on health outcome(s)". Clinical trials include single-case experimental studies, case series, non-randomized controlled trials, and randomized controlled trials. Randomized controlled trials (RCTs) must follow the [CONSORT recommendations](#) (Consolidated Standards of Reporting Trials) recommendations. The [CONSORT checklist](#) and [Statement Flow Diagram](#) must be completed and submitted with the manuscript. Clinical trials must provide prospective registration (i.e. registration of the trial in a public trial registry at or before the time of first patient enrollment) that satisfies the requirements of the International Committee of Medical Journal Editors (ICMJE), e.g. <https://clinicaltrials.gov/> and/or <https://www.anzctr.org.au/>. The complete list of all clinical trial registries can be found at: <https://www.who.int/clinical-trials-registry-platform/network/primary->

[registries](http://www.clinicaltrials.gov). We suggest that all authors register clinical trials prospectively via the website <http://www.clinicaltrials.gov>.

Note: We do not accept single case studies and series of cases (i.e. clinical trials without a comparison group).

**b) Observational studies:** studies that investigate the relationship(s) between variables of interest related to the BJPT's scope. Observational studies include cross-sectional studies, cohort studies, and case-control studies. All observational studies must be reported following the recommendation from the [STROBE statement](#).

**c) Qualitative studies:** studies that focus on understanding needs, motivations, and human behavior. The object of a qualitative study is guided by in-depth analysis of a topic, including opinions, attitudes, motivations, and behavioral patterns without quantification. Qualitative studies include documentary and ethnographic analysis.

**d) Systematic reviews:** studies that analyze and/or synthesize the literature on a topic related to the scope of the BJPT. Systematic reviews that include meta-analysis will have priority over other systematic reviews. Those that have an insufficient number of articles or articles with low quality in the Methods section and do not include an assertive and valid conclusion about the topic will not be considered for peer-review analysis.

The authors must follow the Preferred Reporting Items for Systematic Reviews and Meta-Analyses (PRISMA) checklist to format their systematic reviews. The checklist is available at <http://www.prisma-statement.org/PRISMAStatement/Default.aspx> and must be filled in and submitted with the manuscript.

Potential authors are encouraged to read the following tutorial, which contains the minimum requirements for publication of systematic reviews in the BJPT: Mancini MC, Cardoso JR, Sampaio RF, Costa LCM, Cabral CMN, Costa LOP. Tutorial for writing systematic reviews for the Brazilian Journal of Physical Therapy (BJPT). Braz J Phys Ther. 2014 Nov-Dec; 18(6):471-480.

**e) Studies on the translation and cross-cultural adaptation of questionnaires or assessment tools:** studies that aim to translate and/or cross-culturally adapt foreign questionnaires to a language other than that of the original version of existing assessment instruments. The authors must use [the checklist \(Appendix\)](#) to format this type of paper and adhere to the other recommendations of the BJPT. The answers to the checklist must be submitted with the manuscript. At the time of submission, the authors must also include written permission from the authors of the original instrument that was translated and/or cross-culturally adapted.

**f) Methodological studies:** studies centered on the development and/or evaluation of clinimetric properties and characteristics of assessment instruments. The authors are encouraged to use the Guidelines for Reporting Reliability and Agreement Studies (GRRAS) to format methodological papers, in addition to following BJPT instructions. Important: Studies that report electromyographic results must follow the Standards for Reporting EMG Data recommended by ISEK (International Society of Electrophysiology and Kinesiology), available at <http://www.isek.org/wp-content/uploads/2015/05/Standards-for-Reporting-EMG-Data.pdf>.

**g) Protocols:** the BJPT does not publish any research protocols, including clinical trial protocols, systematic review protocol, observational study protocols and statistical analysis plans (SAP).

**h) Short communications:** the BJPT will publish up to six short communications a year in a format similar to that of the original articles, containing 1,200 words and up to two figures, one table, and ten references.

**i) Masterclass articles:** This type of article presents the state of art of any topic that is important to the field of physical therapy. All masterclass articles are invited manuscripts and the authors must be recognized experts in the field. However, authors can send e-mails to the editor-in-chief with an expression of interest to submit a masterclass article to the BJPT.

## Submission checklist

You can use this list to carry out a final check of your submission before you send it to the journal for review. Please check the relevant section in this Guide for Authors for more details.

### Ensure that the following items are present:

One author has been designated as the corresponding author with contact details:

- E-mail address
- Full postal address

All necessary files have been uploaded:

#### *Manuscript*

- Include keywords
- All figures (include relevant captions)
- All tables (including titles, description, footnotes)
- Ensure all figure and table citations in the text match the files provided; Indicate clearly if color should be used for any figures in print

*Graphical Abstracts / Highlights files* (where applicable)

*Supplemental files* (where applicable)

Further considerations:

- Manuscript has been 'spell checked' and 'grammar checked'
- All references mentioned in the Reference List are cited in the text, and vice versa
- Permission has been obtained for use of copyrighted material from other sources (including the Internet)
- A competing interests statement is provided, even if the authors have no competing interests to declare
- Journal policies detailed in this guide have been reviewed

For further information, visit our [Support Center](#).

## Before you begin

### Ethics in publishing

Please see our information on [Ethics in publishing](#) and [Ethical guidelines for journal publication](#).

### Studies in humans and animals

If the work involves the use of human subjects, the author should ensure that the work described has been carried out in accordance with [The Code of Ethics of the World Medical Association](#) (Declaration of Helsinki) for experiments involving humans. The manuscript should be in line with the [Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals](#) and aim for the inclusion of representative human populations (sex, age and ethnicity) as per those recommendations. The terms [sex and gender](#) should be used correctly.

Authors should include a statement in the manuscript that informed consent was obtained for experimentation with human subjects. The privacy rights of human subjects must always be observed.

All animal experiments should comply with the [ARRIVE guidelines](#) and should be carried out in accordance with the U.K. Animals (Scientific Procedures) Act, 1986 and associated guidelines, [EU Directive 2010/63/EU for animal experiments](#), or the National Institutes of Health [Guide for the Care and Use of Laboratory Animals](#) (NIH Publications No. 8023, revised 1978) and the authors should clearly indicate in the manuscript that such guidelines have been followed. The sex of animals must be indicated, and where appropriate, the influence (or association) of sex on the results of the study.

## Conflict of Interest

All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential competing interests include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Authors must disclose any interests in two places: 1. A summary declaration of interest statement in the title page file (if double-blind) or the manuscript file (if single-blind). If there are no interests to declare then please state this: 'Declarations of interest: none'. This summary statement will be ultimately published if the article is accepted. 2. Detailed disclosures as part of a separate Conflict of Interest form, which forms part of the journal's official records. It is important for potential interests to be declared in both places and that the information matches. [More information](#). We recommend the authors to use the Disclosure of Interest form from the ICMJE available at <https://www.icmje.org/disclosure-of-interest/>

## Declaration of generative AI in scientific writing

Authors must declare the use of generative AI in the manuscript preparation process upon submission of the paper.

Elsevier recognizes the potential of generative AI and AI-assisted technologies (“AI Tools”), when used responsibly, to help researchers work efficiently, gain critical insights fast and achieve better outcomes. Increasingly, these tools, including AI agents and deep research tools, are helping researchers to synthesize complex literature, provide an overview of a field or research question, identify research gaps, generate ideas, and provide tailored support for tasks such as content organization and improving language and readability.

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Ultimately, authors are responsible and accountable for the contents of their work. This includes accountability for:

- Carefully reviewing and verifying the accuracy, comprehensiveness, and impartiality of all AI-generated output (including checking the sources, as AI-generated references can be incorrect or fabricated).
- Editing and adapting all material thoroughly to ensure the manuscript represents the author’s authentic and original contribution and reflects their own analysis, interpretation, insights and ideas.
- Ensuring the use of any tools or sources, AI-based or otherwise, is made clear and transparent to readers. If AI Tools have been used, we require a disclosure statement upon submission; please see example below.
- Ensuring the manuscript is developed in a way that safeguards data privacy, intellectual property and other rights, by checking the terms and conditions of any AI tool that is used.

Finally, authors must not list or cite AI Tools as an author or co-author on the manuscript since authorship implies responsibilities and tasks that can only be attributed to, and performed by, humans.

The use of AI Tools in the manuscript preparation process must be declared by adding a statement at the end of the manuscript when the paper is first submitted. The statement will appear in the published work and should be placed in a new section before the references list.

An example:

- Title of new section: *Declaration of generative AI and AI-assisted technologies in the manuscript preparation process.*
- Statement: *During the preparation of this work the author(s) used [NAME OF TOOL / SERVICE] in order to [REASON]. After using this tool/service, the author(s) reviewed and edited the content as needed and take(s) full responsibility for the content of the published article.*

The declaration does not apply to the use of basic tools, such as tools used to check grammar, spelling and references. If you have nothing to disclose, you do not need to add a statement.

Please read Elsevier's author policy on the use of generative AI and AI-assisted technologies, which can be found in [our generative AI policies for journals](#).

Please note: to protect authors' rights and the confidentiality of their research, this journal does not currently allow the use of generative AI or AI-assisted technologies such as ChatGPT or similar services by reviewers or editors in the peer review and manuscript evaluation process, as is stated in [our generative AI policies for journals](#). We are actively evaluating compliant AI Tools and may revise this policy in the future.

## Submission declaration and verification

Submission of an article implies that the work described has not been published previously (except in the form of an abstract, a published lecture or academic thesis, see '[Multiple, redundant or concurrent publication](#)' for more information), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in English or in any other language, including electronically without the written consent of the copyright-holder. To verify compliance, your article may be checked by [Crossref Similarity Check](#) and other originality or duplicate checking software.

## Use of inclusive language

Inclusive language acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Content should make no assumptions about the beliefs or commitments of any reader; contain nothing which might imply that one individual is superior to another on the grounds of age, gender, race, ethnicity, culture, sexual orientation, disability or health condition; and use inclusive language throughout. Authors should ensure that writing is free from bias, stereotypes, slang, reference to dominant culture and/or cultural assumptions. We advise to seek gender neutrality by using plural nouns ("clinicians, patients/clients") as default/wherever possible to avoid using "he, she," or "he/she." We recommend avoiding the use of descriptors that refer to personal attributes such as age, gender, race, ethnicity, culture, sexual orientation, disability or health condition unless they are relevant and valid. These guidelines are meant as a point of reference to help identify appropriate language but are by no means exhaustive or definitive.

## Reporting sex- and gender-based analyses

### *Reporting guidance*



For research involving or pertaining to humans, animals or eukaryotic cells, investigators should integrate sex and gender-based analyses (SGBA) into their research design according to funder/sponsor requirements and best practices within a field. Authors should address the sex and/or gender dimensions of their research in their article. In cases where they cannot, they should discuss this as a limitation to their research's generalizability. Importantly, authors should explicitly state what definitions of sex and/or gender they are applying to enhance the precision, rigor and reproducibility of their research and to avoid ambiguity or conflation of terms and the constructs to which they refer (see Definitions section below). Authors can refer to the [Sex and Gender Equity in Research \(SAGER\) guidelines](#) and the [SAGER guidelines checklist](#). These offer systematic approaches to the use and editorial review of sex and gender information in study design, data analysis, outcome reporting and research interpretation - however, please note there is no single, universally agreed-upon set of guidelines for defining sex and gender.

## **Definitions**

Sex generally refers to a set of biological attributes that are associated with physical and physiological features (e.g., chromosomal genotype, hormonal levels, internal and external anatomy). A binary sex categorization (male/female) is usually designated at birth ("sex assigned at birth"), most often based solely on the visible external anatomy of a newborn. Gender generally refers to socially constructed roles, behaviors, and identities of women, men and gender-diverse people that occur in a historical and cultural context and may vary across societies and over time. Gender influences how people view themselves and each other, how they behave and interact and how power is distributed in society. Sex and gender are often incorrectly portrayed as binary (female/male or woman/man) and unchanging whereas these constructs actually exist along a spectrum and include additional sex categorizations and gender identities such as people who are intersex/have differences of sex development (DSD) or identify as non-binary. Moreover, the terms "sex" and "gender" can be ambiguous--thus it is important for authors to define the manner in which they are used. In addition to this definition guidance and the SAGER guidelines, the [resources on this page](#) offer further insight around sex and gender in research studies.

## **Authorship**

All authors should have made substantial contributions to all of the following: (1) the conception and design of the study, or acquisition of data, or analysis and interpretation of data, (2) drafting the article or revising it critically for important intellectual content, (3) final approval of the version to be submitted.

## **Changes to authorship**

Authors are expected to consider carefully the list and order of authors **before** submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion or rearrangement of author names in the authorship list should be made only **before** the manuscript has been accepted and only if approved by the journal Editor. To request such a change, the Editor must receive the following from the **corresponding author**: (a) the reason for the change in author list and (b) written confirmation (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed.

Only in exceptional circumstances will the Editor consider the addition, deletion or rearrangement of authors **after** the manuscript has been accepted. While the Editor considers the request, publication of the manuscript will be suspended. If the manuscript has already been published in an online issue, any requests approved by the Editor will result in a corrigendum.

## **Clinical trial results**

In line with the position of the International Committee of Medical Journal Editors, the BJPT will not consider manuscripts that have published the clinical trial results prior to publication. The only exception is when the results are posted in the clinical trial registry in the form of a brief structured (less than 500 words) abstract or table. However, divulging results in other circumstances (e.g., investors' meetings) is discouraged and may jeopardize consideration of the manuscript. Authors should fully disclose all posting in registries of results of the same or closely related work.

## Reporting clinical trials

Randomized controlled trials should be presented according to the CONSORT guidelines. At manuscript submission, authors must provide the CONSORT checklist accompanied by a flow diagram that illustrates the progress of patients through the trial, including recruitment, enrolment, randomization, withdrawal and completion, and a detailed description of the randomization procedure. The [CONSORT checklist and template flow diagram](#) are available online.

## Registration of clinical trials

Registration in a public trials registry is a condition for publication of clinical trials in this journal in accordance with [International Committee of Medical Journal Editors](#) recommendations. Trials must be registered at or before the onset of patient enrollment. The clinical trial registration number should be included on the Title page (with author details). The editors will check consistency between the registration and the manuscript but reviewers will remain blinded. A clinical trial is defined as any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects of health outcomes. Health-related interventions include any intervention used to modify a biomedical or health-related outcome (for example drugs, surgical procedures, devices, behavioural treatments, dietary interventions, and process-of-care changes). Health outcomes include any biomedical or health-related measures obtained in patients or participants, including pharmacokinetic measures and adverse events. Purely observational studies (those in which the assignment of the medical intervention is not at the discretion of the investigator) will not require registration.

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Upon submission of an article, authors will be asked to add a "Copyright Transfer Form" (please use the "Authors' Copyright Form" available [here](#)) to assign to the Associação Brasileira de Pesquisa e Pós-Graduação em Fisioterapia (ABRAPG-Ft) the copyright in the manuscript and any tables, illustrations or other material submitted for publication as part of the manuscript (the "Article") in all forms and media (whether now known or later developed), throughout the world, in all languages, for the full term of copyright, effective when the Article is accepted for publication. An e-mail will be sent to the corresponding author confirming receipt of the manuscript together with a 'Journal Publishing Agreement' form or a link to the online version of this agreement.

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## Language



Please write your text in good English (American or British usage is accepted, but not a mixture of these). Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English may wish to use the [Language Editing service](#) available from Elsevier's Language Services.

## Informed consent and patient details

Studies on patients or volunteers require ethics committee approval and informed consent, which should be documented in the paper. Appropriate consents, permissions and releases must be obtained where an author wishes to include case details or other personal information or images of patients and any other individuals in an Elsevier publication. Written consents must be retained by the author but copies should not be provided to the journal. Only if specifically requested by the journal in exceptional circumstances (for example if a legal issue arises) the author must provide copies of the consents or evidence that such consents have been obtained. For more information, please review the [Elsevier Policy on the Use of Images or Personal Information of Patients or other Individuals](#). Unless you have written permission from the patient (or, where applicable, the next of kin), the personal details of any patient included in any part of the article and in any supplementary materials (including all illustrations and videos) must be removed before submission.

## Submission

Our online submission system guides you stepwise through the process of entering your article details and uploading your files. The system converts your article files to a single PDF file used in the peer-review process. Editable files (e.g., Word, LaTeX) are required to typeset your article for final publication. All correspondence, including notification of the Editor's decision and requests for revision, is sent by e-mail.

## Submit your article

Please submit your article via <https://www.editorialmanager.com/bjpt/default.aspx>.

## Preparation

### Double anonymized review

This journal uses double anonymized review, which means the identities of the authors are concealed from the reviewers, and vice versa. [More information](#) is available on our website. Authors must submit an anonymized manuscript by removing all identifying information (e.g., institutions, cities, funding information, and author initials) from the blinded document. Please submit the following files separately:

*Title page (with author details):* This should include the title, authors' names, affiliations, acknowledgements and any Declaration of Interest statement, and a complete address for the corresponding author including an e-mail address.

*Blinded manuscript (no author details):* The main body of the paper (including the references, figures, tables and any acknowledgements) should not include any identifying information, such as the authors' names or initials, affiliations, institutions, cities or funding information.

It is the authors' responsibility to ensure that manuscripts are properly blinded.

### Use of word processing software

It is important that the file be saved in the native format of the word processor used. The text should be in single-column format. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. In particular, do not use the word processor's options to justify text or to hyphenate words. However, do use bold face, italics, subscripts, superscripts etc. When preparing tables, if you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the [Guide to Publishing with Elsevier](#)). Note that source files of figures, tables and text graphics will be required whether or not you embed your

figures in the text. See also the section on Electronic artwork.

To avoid unnecessary errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

## **Article structure**

This section describes the article structure for this journal.

## **Article structure**

All manuscript submitted to the journal must include continuous line numbering on all the manuscript pages; and the pages should be sequentially numbered.

## **Sections**

Divide your article into clearly defined sections. Each subsection is given a brief heading. Each heading should appear on its own separate line. Subsections should be used as much as possible when cross-referencing text: refer to the subsection by heading as opposed to simply 'the text'.

## **Introduction**

State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

## **Material and methods**

Provide sufficient detail to allow the work to be reproduced.

## **Results**

Results should be clear and concise.

## **Discussion**

This should explore the significance of the results of the work, not repeat them. A combined Results and Discussion section is often appropriate. Avoid extensive citations and discussion of published literature.

## **Conclusions**

The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

## **Appendices**

If there is more than one appendix, they should be identified as A, B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1) and so on. Similarly for tables and figures: Table A.1; Fig. A.1, etc.

### *Supplementary material*

Supplementary material contains supporting information that cannot be included in the printed version for reasons of space, and that is not essential for inclusion in the full text of the manuscript, but would nevertheless benefit the reader. When possible, the authors are encouraged to include all supporting information in a single PDF file but other formats are also accepted, including Excel and PowerPoint files. Although the contents of these files do not count in the document word count, we encourage authors to present it in a concise, clear, and well-organized fashion. Supplementary material is not formatted or edited by our production team and will be published exactly as received. Authors should make explicit references to these items in appropriate locations in the text of the manuscript as "Supplementary material".

## **Essential title page information**

- **Title.** Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.
- **Author names and affiliations.** Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled. You can add your name between parentheses in your own script behind the English transliteration. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lowercase superscript letter immediately after the author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author.
- **Corresponding author.** Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. This responsibility includes answering any future queries about Methodology and Materials. Ensure that the e-mail address is given and that contact details are kept up to date by the corresponding author.
- **Present/permanent address.** If an author has moved since the work described in the article was done, or was visiting at the time, a 'Present address' (or 'Permanent address') may be indicated as a footnote to that author's name. The address at which the author actually did the work must be retained as the main, affiliation address. Superscript Arabic numerals are used for such footnotes

## Highlights

Highlights are mandatory for this journal as they help increase the discoverability of your article via search engines. They consist of a short collection of bullet points that capture the novel results of your research as well as new methods that were used during the study (if any). Please have a look at the [example Highlights](#).

Highlights should be submitted in a separate editable file in the online submission system. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters, including spaces, per bullet point).

## Abstract

A concise and factual structured abstract is required (background, objective, methods, results, conclusion) with a maximum of 250 words. The abstract should briefly state the purpose of the research, the principal results and major conclusions. An abstract is often presented separately from the article, so it must be able to stand alone. For this reason, References should be avoided, but if essential, then cite the author(s) and year(s).

## Keywords

Immediately after the abstract, provide a maximum of 6 keywords, using American spelling and avoiding general and plural terms and multiple concepts (avoid, for example, 'and', 'of'). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. These keywords will be used for indexing purposes.

## Acknowledgements

Collate acknowledgements (without identifying information) in a separate section at the end of the article before the references. List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proof reading the article, etc.).

## Formatting of funding sources

List funding sources in this standard way to facilitate compliance to funder's requirements:

**Funding:** This work was supported by the National Institutes of Health [grant numbers xxxx, yyyy]; the Bill & Melinda Gates Foundation, Seattle, WA [grant number zzzz]; and the United States Institutes of Peace [grant number aaaa].

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.

If no funding has been provided for the research, it is recommended to include the following sentence:

This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.

## Units

Follow internationally accepted rules and conventions: use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.

## Math formulae

Please submit math equations as editable text and not as images. Present simple formulae in line with normal text where possible and use the solidus (/) instead of a horizontal line for small fractional terms, e.g., X/Y. In principle, variables are to be presented in italics. Powers of e are often more conveniently denoted by exp. Number consecutively any equations that have to be displayed separately from the text (if referred to explicitly in the text).

## Footnotes

Footnotes should be used sparingly. Number them consecutively throughout the article. Many word processors can build footnotes into the text, and this feature may be used. Otherwise, please indicate the position of footnotes in the text and list the footnotes themselves separately at the end of the article. Do not include footnotes in the Reference list.

## Artwork

This section describes the artwork for this journal.

## Image manipulation

Whilst it is accepted that authors sometimes need to manipulate images for clarity, manipulation for purposes of deception or fraud will be seen as scientific ethical abuse and will be dealt with accordingly. For graphical images, this journal is applying the following policy: no specific feature within an image may be enhanced, obscured, moved, removed, or introduced. Adjustments of brightness, contrast, or color balance are acceptable if and as long as they do not obscure or eliminate any information present in the original. Nonlinear adjustments (e.g. changes to gamma settings) must be disclosed in the figure legend.

## Electronic artwork

### *General points*

- Make sure you use uniform lettering and sizing of your original artwork.
- Embed the used fonts if the application provides that option.
- Aim to use the following fonts in your illustrations: Arial, Courier, Times New Roman, Symbol, or use fonts that look similar.
- Number the illustrations according to their sequence in the text.
- Use a logical naming convention for your artwork files.
- Provide captions to illustrations separately.

- Size the illustrations close to the desired dimensions of the published version.
- Submit each illustration as a separate file.
- Ensure that color images are accessible to all, including those with impaired color vision.

A detailed [guide on electronic artwork](#) is available.

**You are urged to visit this site; some excerpts from the detailed information are given here.**

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TIFF (or JPEG): Bitmapped (pure black & white pixels) line drawings, keep to a minimum of 1000 dpi.

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### **Please do not:**

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Reference to a book:

3. Strunk W Jr, White EB. *The Elements of Style*. 4th ed. New York, NY: Longman; 2000.

Reference to a chapter in an edited book:

4. Mettam GR, Adams LB. How to prepare an electronic version of your article. In: Jones BS, Smith RZ, eds. *Introduction to the Electronic Age*. New York, NY: E-Publishing Inc; 2009:281–304.

Reference to a website:

5. Cancer Research UK. Cancer statistics reports for the UK. Accessed 13 March 2003. <http://www.cancerresearchuk.org/aboutcancer/statistics/cancerstatsreport/>; 2003. .

Reference to a dataset:

[dataset] 6. Oguro M, Imahiro S, Saito S, Nakashizuka T. Mortality data for Japanese oak wilt disease and surrounding forest compositions, Mendeley Data, v1; 2015. <https://doi.org/10.17632/xwj98nb39r.1>

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