

ARCHIVOS DE **Bronconeumología**

INSTRUCTIONS FOR AUTHORS

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Date: February 26th, 2024

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AIMS AND SCOPE

Archivos de Bronconeumologia is an international journal that publishes original studies whose content is based upon results of research initiatives dealing with several aspects of respiratory medicine including epidemiology, respiratory physiology, pathophysiology of respiratory diseases, clinical management, thoracic surgery, pediatric lung diseases, respiratory critical care, respiratory allergy and basic research. Other types of articles such as editorials, reviews, special articles, and different types of letters are also published in the journal. Additionally, the Journal expresses the voice of the following scientific societies: the Spanish Respiratory Society of Pneumology and Thoracic Surgery (SEPAR; <https://www.separ.es/>), the Latin American Thoracic Society (ALAT; <https://alatorax.org/>), and the Iberian American Association of Thoracic Surgery (IACT; <http://www.aiatorax.com/>).

It is a monthly journal in which all manuscripts are sent to peer-review and handled by the Editor or an Associate Editor from the team and the final decision will be made on the basis of the comments from the expert reviewers and the Editors. The Journal is published solely in English. All the published data is composed of novel manuscripts not previously published in any other journal and not being in consideration for publication in any other journal.

The journal is indexed at Science Citation Index Expanded, Medline/Pubmed, Embase and SCOPUS. Access to any published article is possible through the Journal web page as well as from Pubmed, Science Direct, and other international databases. Furthermore, the Journal is also present in Twitter, Facebook and LinkedIn. Manuscripts can be submitted electronically using the following web site: <https://www.editorialmanager.com/ARBR/> link.

SECTION A. ARTICLE TYPES

The journal publishes the following article types: editorials, original articles, reviews, clinical letter, scientific letters, discussion letters, SEPAR's voice, and clinical images. All the manuscripts will be written fully in English. All manuscripts with no exceptions will have to be submitted via the online web system <https://www.editorialmanager.com/ARBR/>

Editorials

Content. Editorials are articles that express the authors' opinion or position about a specific topic of interest, on the basis of scientific evidence, with regard to a specific and relevant aspect which is novel or controversial. Short reviews on a given topic will not be accepted under this article type, but articles that reflect the scientific opinion of an author who is an expert on the subject concerned. Editorials can be comments on articles published in the same issue of the journal, on an article previously published, or on other aspects of general interest to the scientific community that are not reflected in any other type of article types of the journal.

Initiative. The editorials will be explicitly commissioned by the Editorial Committee of the journal. In exceptional cases, the Committee may consider the acceptance of unsolicited editorials, on novel or controversial topics, submitted by authors with experience and publications in the topic in question. Authors are strongly encouraged to first contact the chief editor before submitting unsolicited editorials.

Pro/con debates

Content. Pro/con debates are composed of two coupled editorials with the same features, that will come published as a single article. These debates will help bringing different and opposite views on controversial aspects of respiratory medicine. Short reviews on a given topic will not be accepted under this article type, but articles that reflect the scientific opinion of two authors who are experts on the subject concerned. In this article type, the pro position will be first shown followed by the con position. Each position will be defended by only one author, and in the authorship the pro position will be first author and the con position will be the second author, with a note indicating that both authors have contributed equally.

Initiative. The pro/con debates will be explicitly commissioned by the Editorial Committee of the journal. In exceptional cases, the Committee may consider the acceptance of unsolicited editorials, on novel or controversial topics, submitted by authors with experience and

publications in the topic in question. Authors are strongly encouraged to first contact the chief editor before submitting unsolicited pro/con debates.

Original articles

Content. Original articles offer novel information as the result of novel research initiatives. The studies will show the results of research projects. All the information contained in the submitted articles will have to be original, and manuscripts reporting results previously reproduced in other journals will not be accepted for publication in the journal. In the accompanying cover letter (see below), the original nature of the manuscript contents will be made explicitly clear. Special manuscripts also considered as original articles include:

- Methodological articles: showing the study design of projects that are still under way, which should be clearly stated in the title of the manuscript.
- Systematic reviews as long as they follow the structure of an original article following a specific methodology with results as a consequence of this method.

When writing the articles, authors are advised to use the international guidelines for the report of health-related research results as referred to by the EQUATOR initiative (<http://www.equator-network.org/>) and all the guidelines within this initiative according to the research nature.

Initiative. Original articles are always submitted by the initiatives of the authors. There is no need of a previous contact with the chief editor to evaluate the convenience of the manuscript.

Reviews

Content. Narrative review articles cover a topic of interest that will be reviewed on the basis of an up-to-date and objective view extracted from the most relevant and recent publications dealing with the subject in question. The authors will not have to give their own view/opinion about the topic in question, but they will have to provide a summary of the state-of-the-art in an organized, structured, and adequate manner. Systematic reviews will be considered as original research articles, and the manuscript should follow the guidelines for these article types (see above).

Initiative. Reviews will be commissioned by the editors of the journal to expert authors, who have experience and publications in the subject under review. In exceptional cases, the Committee may consider the acceptance of unsolicited reviews, on novel or controversial topics, submitted by authors with experience and publications in the topic in question. Authors are strongly encouraged to first contact the editor in chief before submitting unsolicited reviews.

SEPAR/ALAT/AIACT Voice

Content. This section will express the positioning of SEPAR, ALAT or AIACT scientific societies through guidelines, statements, and consensus reports. The publication will always be an English-only executive summary of the Spanish full-length guideline which will be available in the SEPAR, ALAT or AIACT webpages respectively.

Initiative. There is no option to accept articles led by individual authors in this category. All manuscripts under this section will be submitted as any other manuscript type by initiative of the respective scientific society and once the final version of the document has been approved by the respective scientific society. Approval from the scientific society must be uploaded with the manuscript.

Letters

Content. The journal publishes three different types of letters depending on the content:

- Discussion Letters. This section will publish comments on results published in the journal or in other respiratory journals.
- Clinical letters. This section will publish isolated clinical cases or small group of cases in a descriptive manner that, due to their rarity or peculiarities, provide new information regarding a given disease or medical situation or therapy.
- Scientific letters. This section publishes the results of a research initiative of clinical, translational or epidemiological interest that can be expressed in brief form, such as preliminary studies or studies of an essentially descriptive nature or focused on very specific subjects.

Initiative. Letters are always submitted by the initiatives of the authors. There is no need of a previous contact with the chief editor to evaluate the convenience of the manuscript.

Clinical images

Content. This section will consist of the publication of an endoscopic or pathological image or video clip, of special singularity as a result of the unusual clinical presentation of the underlying disease or diagnosis. The video clip will always be submitted in an .mp4 format and will not exceed 150 megabytes size.

Initiative. Clinical images are always submitted by the initiatives of the authors. There is no need of a previous contact with the chief editor to evaluate the convenience of the manuscript.

Other sections

Content. The Journal may include other sections whose content will be structured by the editorial committee according to the case and the objective of the manuscript.

Initiative. These articles will be commissioned by the Editors to renowned national and international authors who are experts on a given subject. The submission of unsolicited manuscripts by expert authors may also be considered by the Editors. However, authors interested in submitting an article of this kind will always have to send a request to the chief editor of the Journal beforehand.

SECTION B. FORMATTING THE MANUSCRIPT

General instructions

Files creation. Files will be generated with a word processor. 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, as needed. All the manuscripts submitted to the journal will have to include the following separated files: a cover letter, the authorship page and the main text file. Additionally, the authors may include figures or videos and online supplemental materials, as needed.

Margins, font and size. The font, spacing or margins are free, as long as the document does not exceed the number of words allowed for each type of article. However, an indicative reference would be to use margins of at least 2.5 cm, Arial, Times New Roman, Calibri or similar font, with a size of 11 points and double spacing. It is advisable to use the same font and spacing throughout the whole manuscript including all the text, the tables, the figure captions and the references.

Abbreviations. Abbreviations are allowed as long as these rules are followed:

- It is recommended to reduce them to the minimum possible to make the document easily legible.
- As a general rule, it is not justifiable to abbreviate one-word concepts (e.g. bronchiectasis).
- They must always be defined the first time they are used, indicating the abbreviation in parentheses just after having mentioned the concept for the first time in the text.
- Abbreviations must be defined again in the abstract of the article and in the footers of tables and figures.
- Once defined, they should be used frequently throughout the rest of the manuscript. Otherwise, it is better not to define abbreviations that will not be used later.

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

The cover letter

All manuscripts will have to include a short cover letter. This is a letter addressed to the editor-in-chief of the journal in which the authors formally request the publication of their manuscript. Authors must specify that they want to publish their manuscript in the journal, include the title of the manuscript and the section in which they wish to publish it. Additionally, in this letter, the authors must explain in a few words what is new about what they want to publish or what is their contribution to knowledge about its content.

Finally, authors must declare whether or not they wish for Open Access processing. If authors wish to make an open access edition, they must declare that they agree to pay the fees for the editorial process. If they do not want an open access edition, they should state that they transfer the copyright of the article to the Spanish Society of Pulmonology and Thoracic Surgery (SEPAR). Also, the authors must declare that the content of the manuscript is completely original, that all authors are aware of the manuscript and that they approve its submission to the journal, and that the work has not been totally or partially published or under consideration for publication in another journal.

The authorship file

This file will consist of two pages. On the first page, the file will show:

- The type of article
- The title
- The list of authors with their affiliations
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Some article types have limitations in the number of authors (see table below). All authors must have contributed substantially to obtaining the results and preparation of the manuscript in accordance with ICMJE criteria (<http://www.icmje.org/>).

On the second page, this file will include the final declaration sections. All manuscript types will have to provide this final declaration section. The content of this final declaration section will be as follows:

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- **Funding of the research.** If a pharmaceutical or practice-related company has totally or partially funded the project, the authors will have to disclose if the funding company has taken part of the management of the project, the analysis of the data, the writing process, the approval of any version of the submitted manuscript or the decision to publish. 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”.
- **Conflicts of interest of every author.** Please indicate any potential conflicts of interest that may be considered to influence directly or indirectly the content of the manuscript for every author. If there is none, please indicate that “the authors declare not to have any conflicts of interest that may be considered to influence directly or indirectly the content of the manuscript”.
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Optional final declarations according to the article type. Other final declaration section the authors may wish to add include:

- **Contribution of each author.** Only applicable for original research articles and scientific letters. Please list each one of the authors identified by their initials and indicate the type of role in the research initiative.
- **Acknowledgements.** Here the list of contributors not considered to be formal authors should be acknowledged. Writing help and translation or English improvement services must be declared in the acknowledgement information.
- **List of researchers.** If authors are submitting a manuscript on behalf of a research group, this should be acknowledged here including the name of the group (if any) together with a full list of researchers and their affiliations.

The main text file

Abstract.

If the article type format requires an abstract, the first page of this file will have the title of the manuscript followed by the abstract on the same page. Instructions on whether or not this abstract should be structured as well as its extension can be found in the table below. The original articles must include a structured abstract with the following sections: objectives,

methods, results, and conclusions. After the abstract 3 to 6 keywords separated by semicolons should be listed.

Manuscript text.

Starting from a new page, the main text of the manuscript will be included. The structure of the main text will be according to the type of article and is summarized in the table below. In the original articles it will be structured in the following sections: introduction, methods, results, and discussion, where the discussion section must have one final paragraph of conclusions. The reviews and the societies voices articles will be structured at the discretion of the authors. The pro/con debates will be structured in the pro and the con positions. The rest of the manuscript types should not be structured by sections. It is mandatory that the authors respect the instructions regarding text extensions summarized in the table below.

Figures

Figures will appear referenced in the text with Arabic numerals in the order in which they are cited in the text. Figures can be placed either next to the relevant text in the article, or on separate page. Figures can be embedded in the text or sent as separate files, but if the manuscript is accepted the authors will have to provide high-resolution figures. Make sure you use uniform lettering and sizing of your original artwork. Embed the used fonts if the application provides that option. Also ensure that the figure can be equally seen and understood under a grey scale version. 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): Color or grayscale photographs (halftones), keep to a minimum of 300 dpi.
- TIFF (or JPEG): Bitmapped (pure black & white pixels) line drawings, keep to a minimum of 1000 dpi.
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Color artwork. Please make sure that artwork files are in an acceptable format (TIFF (or JPEG), EPS (or PDF) or MS Office files) and with the correct resolution. If, together with your accepted article, you submit usable color figures then Elsevier will ensure, at no additional charge, that these figures will appear in color online (e.g., ScienceDirect and other sites). Further information on the preparation of electronic artwork.

Figure captions. Ensure that each illustration has a caption. Supply captions separately, not attached to the figure. A caption should comprise a brief title (not on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used. Abbreviations must be defined in the footnote of the figure.

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Tables.

Please submit tables as editable text and not as images. Tables can be placed either next to the relevant text in the article, or on separate pages at the end. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Be sparing in the use of tables and ensure that the data presented in them do not duplicate results described elsewhere in the article. Please avoid using vertical rules and shading in table cells.

References

Citation in text. Indicate references by superscript numbers in the text. The actual authors can be referred to, but the reference number must always be given. Please ensure that every reference cited in the text is also present in the reference list (and vice versa). The abstract must

not have references. Unpublished results and personal communications are not recommended in the reference list but may be mentioned in the text. If these references are included in the reference list, they should follow the standard reference style of the journal and should include a substitution of the publication date with either 'Unpublished results' or 'Personal communication'. Citation of a reference as 'in press' implies that the item has been accepted for publication.

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- Journal articles. Named 6 authors, et al. followed by the title, the abbreviated name of the journal, the year of publication, the volume in bold and the first and last page with the final page truncated, followed by the DOI number. Examples: Van der Geer J, Hanraads JAJ, Lupton RA. The art of writing a scientific article. *J Sci Commun* 2010;163:51–9. <https://doi.org/10.1016/j.Sc.2010.00372>
- Book. The information to be included is: editors of the book, title of the book, city, editorial, year. Example: Strunk Jr W, White EB. *The elements of style*. 4th ed. New York: Longman; 2000
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- Reference to a web site. Example: Global Initiative for Obstructive Lung Disease <https://goldcopd.org/>; 2003 [accessed 13 March 2024].

Additional supplemental files

Additional online only materials are allowed, and these do not have to observe any of these length limitations. A graphical/visual abstract (see below specific instructions to elaborate the graphical/visual abstract) is recommended upon the initial submission and will be included compulsorily if a revised manuscript version is required.

Summary

Type	Authors	Abstract	Text words	Figures/tables	References
Editorial	3	No	Unstructured 1000 words	1	15
Pro/con	2	No	Structured 2000 words	2	20
Original	Unlimited	Structured 250 words	Structured 3000 words	6/6	40
Review	6	Unstructured 250 words	Structured 3000 words	6	Unlimited
Societies voices	Unlimited	Unstructured 250 words	Structured 3000 words	6/6	Unlimited
Scientific letters	6	No	Unstructured 1200 words	2	20
Discussion letters	3	No	Unstructured 500 words	1	5
Clinical letters	3	No	Unstructured 500 words	1	5

If any of these parameters are exceeded for the main manuscript, the authors must provide adequate justification in their cover letter, but it may result in the not suitability of the manuscript for publication. The instructions to authors for other not considered here articles will be specifically established by the editorial committee in each case.

SECTION C. THE EDITORIAL PROCESS

Submission

To submit an article to the journal: <https://www.editorialmanager.com/ARBR/>

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During the editorial process both the Editorial Committee and the reviewers may offer authors the opportunity to convert an initial manuscript into a different article type.

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 all necessary files have been uploaded and that the following items are present:

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 - 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
 - All references mentioned in the Reference List are cited in the text, and vice versa
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- Referee suggestions and contact details provided, based on journal requirements

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After acceptance

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