

## Author Submission Guidelines

Before submitting a manuscript to *Veterinaria Italiana*, authors have been asked to carefully read the following author submission guidelines.

Authors are required to register and follow the submission procedure.

As part of the submission process, authors are required to check off their submission's compliance with all of the following items.

- **Cover letter**

Submission of a manuscript should be accompanied by a cover letter explicitly stating that:

- i. the work described has not been published before;
- ii. it is not under consideration for publication anywhere else;
- iii. its publication has been approved by all co-authors, if any, as well as by the responsible authorities – tacitly or explicitly – at the institute where the work has been carried out.

**The corresponding author is responsible for ensuring the accuracy of this declaration. The publisher will not be held legally responsible should there be any claims for compensation.**

- **Reviewers**

Authors are kindly invited to name up to three international experts, whom the scientific board may invite to review the manuscript. The suggestion for the possible referees may be sent using the window 'Comments to the Editor' during the first step of the submission process.

- **The original manuscript**

Authors should download the template and make sure that the original manuscript is anonymous and includes only the text, tables and figures. The platform should be used for title, author information, keywords, abstract and references.

- **Figures, graphs & tables**

For the best quality final product, tables, graphs, photographs, line drawings, etc. should be submitted in an electronic format separately from the file of the manuscript and in the formats specified below. The published work will directly reflect the quality of the provided files. Tables are assigned Roman numerals and figures Arabic numerals.

- **Figures**

Photographs, diagrams, graphs, maps and drawings are considered as figures.

They should be submitted individually using the original format, e.g. jpg, tiff, eps, xls, etc.

If a figure has been previously published, authors should obtain permission from the copyright holder to reproduce it. The original source should then be acknowledged. Each figure should be formatted so that it occupies no more space than is necessary to convey critical information; no margins or borders should appear around figures.

Scale bar or magnification information should be included for all micrographs.

Vector graphics may be created with Illustrator®, FreeHand®, Corel Draw™, Inkscape (open source) and should be saved/exported as EPS file at a minimum resolution of 300 dpi.

Raster graphics can originate from scanned figures, digital photos, electron microscope, etc. or they can be create with Photoshop®, GIMP (open source), or similar, and should be saved as PSD, TIF, JPG or PNG file at a minimum resolution of 600 dpi. PSD files should be with open levels. When saving files as TIF, always use LZW (Lempel-Ziv-Welch) compression to reduce file size and to ensure no data are lost.

- **Graphs**

Graphs should be created using Microsoft Excel®. Data used to create the graph must be included in the file in which the figure is presented. The editor should be able to make changes to the colour, text, background fill, etc.

- **Tables**

Each table should be numbered consecutively (I, II, III) according to the order of citation in the text.

Numbers within tables should be rounded to the nearest whole number or significant digit. Numbers smaller than 1 should include a zero to the left of the decimal point.

Tables should be as simple as possible and be composed entirely of text characters. Large or complex tables or tables that include graphics should be submitted as figures. If in doubt, please contact the journal for advice.

## **Manuscript Submission**

### **Information in the platform**

**Author information** should contain the following details:

- The name(s) of the author(s).
- The affiliation(s) of the author(s), i.e., institution, department, city, country.
- An active institutional e-mail address.
- If available, the 16-digit [ORCID](#) of the author(s).

Authors should also provide up to five **keywords**, which can be used for indexing purposes. Keywords should be arranged in alphabetic order and added singly.

An **abstract** no longer than 200 words should be provided. The abstract should clearly describe the topic of the manuscript, methods and results. Abstracts should not contain any undefined abbreviations or unspecified references.

**References** should be added in the specific box being sure that all reference examples correspond to APA style (<https://apastyle.apa.org/style-grammar-guidelines/references/examples>).

In the list of references, only those works that are cited in the text and that have been published or accepted for publication should be included. Personal communications and unpublished works should only be mentioned in the text. Reference list entries should be put into alphabetical order by the last names of the first author of each work.

### **The original manuscript**

Authors should make sure that their manuscript is written in good quality, comprehensible Word English (UK). This enhances the chances of acceptance for publication and the potential impact of your work within the research community. **Submissions that are not of an acceptable standard in this respect cannot be considered for publication.** Beginning sentences with a figure or an abbreviation and acronym should be avoided. Numbers appearing at the beginning of a sentence should be written in words, e.g. ‘ten’ rather than ‘10’.

All abbreviations, acronyms and names of genes, gene products, proteins and protein products should be defined at first mention, unnecessary abbreviations should also be avoided. Standard abbreviations for units of measure and abbreviations widely understood may be used without definition (ml, g, km, IU, UV, DNA, RNA, ELISA, etc.). Possessive form in eponymous terms should be avoided: Dulbecco modified Eagle medium rather than Dulbecco’s modified Eagle’s medium; Hanks solution rather than Hanks’ solution or Hank’s solution; etc.

- Text Formatting

When downloading the template, authors should make sure that the original manuscript is anonymous and includes only the text, tables and figures. For the manuscript, authors are recommended to use:

- a normal, plain font for text.

- three levels of headings: Level 1 is reserved for the principal titles (usually: Introduction, Materials and methods, Results, Discussion, Conclusion, Acknowledgements, Funding data, Data Availability Statement, Author Contributions).
- italics for genera, species, and varieties; letters used as statistical symbols or algebraic variables; foreign text.
- tab stops or other commands, rather than the space bar for indents.
- the table function, rather than spreadsheets, to make tables.
- the caption function for caption, below figures and tables. Information provided should illustrate, not duplicate, that given in the text (a table or figure can conveniently and effectively replace a complicated list or paragraph in the text).

Manuscripts submitted as short communications, rapid communications and editorials should not be divided in sections and should generally be concise. Short communications should not be longer than 2500 words, rapid communications should stay within the 2000 words, whereas editorial should remain within 1000 words.

- Footnotes

Footnotes to the text should only be used to give additional information. They may include the citation of a reference but never the bibliographic details of a reference, figures or tables.

Footnotes related to the text should be numbered consecutively, those related to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data). Footnotes to the title or to the authors of the article do not have reference symbols. It is preferable the use of footnotes instead of endnotes.

- In-text citations

Authors should make sure that in-text citations correspond to APA style (<https://apastyle.apa.org/style-grammar-guidelines/citations/basic-principles/author-date>).

References in the text should be cited in alphabetical order by first author's name and in chronological order for multiple publications by the same author.

- Acknowledgments and Funding data

Acknowledgments of people should be placed in a separate section named **Acknowledgments** and acknowledgments of grants, funds, etc. in a separate section named **Funding data**. The title and the acronym for grant, and the names of funding organizations should be written in full.

- Data Availability Statement

For datasets, the following sentence should be used: The datasets [GENERATED/ANALYZED] for this study can be found in the [NAME OF REPOSITORY] [LINK].

- Author Contributions

The Author Contributions statement must describe the contributions of individual authors referred to by their initials and, in doing so, all authors agree to be accountable for the content of the work.

### **Competing interest statement**

Any financial or non-financial competing interests that are directly or indirectly related to the work submitted for publication and that that may compromise or be seen to compromise the objectivity or integrity of the contents of a paper should be disclosed. If there are no financial or non-financial competing interests, a declaration in this regard should be provided.

### **Ethical Responsibilities**

Authors should refrain from misrepresenting research results which could damage the trust in the journal and ultimately the entire scientific endeavour. Maintaining integrity of the research and its presentation can be achieved by following the rules of good scientific practice, which includes:

- The manuscript has not been submitted to more than one journal for simultaneous consideration.
- The manuscript has not been published previously (partly or in full), unless the new work concerns an expansion of previous work (please provide transparency on the re-use of material to avoid the hint of text-recycling (“self-plagiarism”).
- A single study is not split up into several parts to increase the quantity of submissions and submitted to various journals or to one journal over time.
- No data have been fabricated or manipulated (including images) to support your conclusions
- Proper acknowledgements to other works must be given (this includes material that is closely copied (near verbatim), summarized and/or paraphrased), quotation marks are used for verbatim copying of material, and permissions are secured for material that is copyrighted.
- Consent to submit has been received from all co-authors and responsible authorities at the institute/organization where the work has been carried out before the work is submitted.

- Authors whose names appear on the submission have contributed sufficiently to the scientific work and therefore share collective responsibility and accountability for the results.
- Changes of authorship or in the order of authors are not accepted after acceptance of a manuscript. Requests to add or delete authors at revision stage or after publication is a serious matter, and may be considered only after receipt of written approval from all authors and detailed explanation about the role/deletion of the new/deleted author. The decision on accepting the change rests with the Editor-in-Chief of the journal.

### **Plagiarism**

All manuscripts submitted for evaluation are checked for plagiarism, in order to ensure the originality and added value of every published paper.