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- This text has not been previously published and/or submitted in another publishing house.
- The file is saved in Microsoft Word (doc) or RTF format.
- The text of the publication is in Times New Roman (12-point font size), spacing 1,5 (for long block quotations: Times New Roman 11 and spacing 1,0).
- Possible sources of the work funding are listed in the publication in a place required by editorial rules. In the submitted work there appear no ghostwriting, guest-authorship and/or conflict of interest. The author is acquainted with the current procedures of texts' reviewing in the journal.
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Author Guidelines

In order to facilitate publication, the authors are kindly requested to submit texts written according to the rules presented below. The articles are published after positive double-blind peer review provided by minimum two subject experts, therefore, you are asked to send the article, accompanied with CD, pendrive or floppy by surface mail addressed to the Editorial Office or as a file delivered in an electronic way to: cw@umk.pl.

Instructions for Authors

Language of publication: English

Papers should be typewritten in Microsoft Word or Open Office

The page margins of 2.5 cm on all sides

Manuscript structure:

Title (in the centre, bold, Times New Roman font size 14),

Author's/s' full name/s,

The affiliation/s and e-mail address,

Abstract (not exceeding 350 words)

Keywords (up to 7),

The page layout for the main text:

Times New Roman font size 12, double line spacing, no differentiation in font, such as underlining or bold typeface (italics are acceptable for Latin terms only).

- Introduction
- Material and Methods
- Results
- Discussion
- Conclusions
- References

General formatting guidelines

1. Preparing main manuscript text
2. Preparing illustrations and figures
3. Preparing tables
4. Preparing additional files

Preparing main manuscript text

Quick points:

- Use double line spacing

- Include line and page numbering
- Do not use page breaks in your manuscript

File formats

The following word processor file formats are acceptable for the main manuscript document: Microsoft word (DOC, DOCX), Rich text format (RTF)

Please note: editable files are required for processing in production. If your manuscript contains any non-editable files (such as PDFs) you will be required to re-submit an editable file when you submit your revised manuscript, or after editorial acceptance in case no revision is necessary.

Note that figures must be submitted as separate image files, not as part of the submitted manuscript file. For more information, see Preparing figures below.

Style and language

For editors and reviewers to accurately assess the work presented in your manuscript you need to ensure the English language is of sufficient quality to be understood. If you need help with writing in English you should consider:

- Visiting the English language tutorial which covers the common mistakes when writing in English.
- Asking a colleague who is a native English speaker to review your manuscript for clarity.
- Using a professional language editing service where editors will improve the English to ensure that your meaning is clear and identify problems that require your review.

References

All references, including URLs, must be numbered consecutively, in square brackets, in the order in which they are cited in the text, followed by any in tables or legends. The reference numbers must be finalized and the reference list fully formatted before submission. For

further information including example references please read our reference preparation guidelines.

What should be cited?

Only articles, clinical trial registration records and abstracts that have been published or are in press, or are available through public e-print/preprint servers, may be cited. Unpublished abstracts, unpublished data and personal communications should not be included in the reference list, but may be included in the text and referred to as „unpublished observations” or „personal communications” giving the names of the involved researchers. Obtaining permission to quote personal communications and unpublished data from the cited colleagues is the responsibility of the author. Footnotes are not allowed, but endnotes are permitted. Journal abbreviations follow Index Medicus/MEDLINE. Any in press articles cited within the references and necessary for the reviewers’ assessment of the manuscript should be made available if requested by the editorial office.

How to format your references

Please ensure that the reference style is followed precisely; if the references are not in the correct style, they may need to be retyped and carefully proofread. Web links and URLs: All web links and URLs, including links to the authors’ own websites, should be given a reference number and included in the reference list rather than within the text of the manuscript. They should be provided in full, including both the title of the site and the URL, as well as the date the site was accessed, in the following format: The Mouse Tumor Biology Database. <http://tumor.informatics.jax.org/mtbwi/index.do>. Accessed 20 May 2013. If an author or group of authors can clearly be associated with a web link, such as for weblogs, then they should be included in the reference. Authors may wish to make use of reference management software to ensure that reference lists are correctly formatted.

Example reference style:

Article within a journal:

Band MR, Larson JH, Rebeiz M, Green CA, et al. An ordered comparative map of the cattle and

human genomes. *Genome Res.* 2000;10:1359-68.

Article within a journal (no page numbers)

Lee MO, Jang HJ, Rengaraj D, Yang SY, et al. Tissue expression and antibacterial activity of host defense peptides in chicken. *BMC Vet Res.* 2016;12:231.

Article within a journal by DOI

Morera D, MacKenzie SA. Is there a direct role for erythrocytes in the immune response? *Vet Res.* 2011; doi: 10.1186/1297-9716-42-89.

Article within a journal supplement

Womack JE. First steps: bovine genomics in historical perspective. *Anim Genet.* 2012;43 Suppl 1:2-8.

Book chapter, or an article within a book

Wyllie AH, Kerr JFR, Currie AR. Cell death: the significance of apoptosis. In: Bourne GH, Danielli JF, Jeon KW, editors. *International review of cytology*. London: Academic; 1980. p. 251-306.

OnlineFirst chapter in a series (without a volume designation but with a DOI)

Saito Y, Hyuga H. Rate equation approaches to amplification of enantiomeric excess and chiral symmetry breaking. *Top Curr Chem.* 2007. doi:10.1007/128_2006_108.

Complete book, authored

Blenkinsopp A, Paxton P. *Symptoms in the pharmacy: a guide to the management of common illness*. 3rd ed. Oxford: Blackwell Science; 1998.

Online document

Doe J. Title of subordinate document. In: The dictionary of substances and their effects. Royal Society of Chemistry. 1999. [http://www.rsc.org/dose/title of subordinate document](http://www.rsc.org/dose/title%20of%20subordinate%20document). Accessed 15 Jan 1999.

Online database

Healthwise Knowledgebase. US Pharmacopeia, Rockville. 1998. <http://www.healthwise.org>. Accessed 21 Sept 1998.

Supplementary material/private homepage

Doe J. Title of supplementary material. 2000. <http://www.privatehomepage.com>. Accessed 22 Feb 2000.

University site

Doe, J: Title of preprint. <http://www.uni-heidelberg.de/mydata.html> (1999). Accessed 25 Dec 1999.

FTP site

Doe, J: Trivial HTTP, RFC2169. <ftp://ftp.isi.edu/in-notes/rfc2169.txt> (1999). Accessed 12 Nov 1999.

Organization site

ISSN International Centre: The ISSN register. <http://www.issn.org> (2006). Accessed 20 Feb 2007.

Dataset with persistent identifier

Zheng L-Y, Guo X-S, He B, Sun L-J, Peng Y, Dong S-S, et al. Genome data from sweet and grain sorghum (*Sorghum bicolor*). GigaScience Database. 2011. <http://dx.doi.org/10.5524/100012>.

Preparing figures

When preparing figures, please follow the formatting instructions below.

- Figures should be provided as separate files, not embedded in the main manuscript file.
- Each figure of a manuscript should be submitted as a single file that fits on a single page in portrait format.
- Tables should NOT be submitted as figures but should be included in the main manuscript file.
- Multi-panel figures (those with parts a, b, c, d etc.) should be submitted as a single composite file that contains all parts of the figure.
- Figures should be numbered in the order they are first mentioned in the text, and uploaded in this order.
- Figures should be uploaded in the correct orientation.
- Figure titles (max 15 words) and legends (max 300 words) should be provided in the main manuscript, not in the graphic file.
- Figure keys should be incorporated into the graphic, not into the legend of the figure.
- Each figure should be closely cropped to minimize the amount of white space surrounding the illustration. Cropping figures improves accuracy when placing the figure in combination with other elements when the accepted manuscript is prepared for publication on our site. For more information on individual figure file formats, see our detailed instructions.
- Individual figure files should not exceed 10 MB. If a suitable format is chosen, this file size is adequate for extremely high quality figures.
- Please note that it is the responsibility of the author(s) to obtain permission from the copyright holder to reproduce figures (or tables) that have previously been published elsewhere. In order for all figures to be open access, authors must have permission from the rights holder if they wish to include images that have been published elsewhere in non open access journals. Permission should be indicated in the figure legend, and the original source included in the reference list.

Figure file types

We accept the following file formats for figures:

- EPS (suitable for diagrams and/or images)
- PDF (suitable for diagrams and/or images)
- Microsoft Word (suitable for diagrams and/or images, figures must be a single page)
- PowerPoint (suitable for diagrams and/or images, figures must be a single page)
- TIFF (suitable for images)
- JPEG (suitable for photographic images, less suitable for graphical images)
- PNG (suitable for images)
- BMP (suitable for images)
- CDX (ChemDraw – suitable for molecular structures)

Figure size and resolution

Figures are resized during publication of the final full text and PDF versions to conform to the standard dimensions, which are detailed below.

Figures on the web:

- width of 600 pixels (standard), 1200 pixels (high resolution).

Figures in the final PDF version:

- width of 85 mm for half page width figure
- width of 170 mm for full page width figure
- maximum height of 225 mm for figure and legend
- image resolution of approximately 300 dpi (dots per inch) at the final size

Figures should be designed such that all information, including text, is legible at these dimensions. All lines should be wider than 0.25 pt when constrained to standard figure widths. All fonts must be embedded.

Figure file compression

- Vector figures should if possible be submitted as PDF files, which are usually more compact than EPS files.
- TIFF files should be saved with LZW compression, which is lossless (decreases file size without decreasing quality) in order to minimize upload time.
- JPEG files should be saved at maximum quality.
- Conversion of images between file types (especially lossy formats such as JPEG) should be kept to a minimum to avoid degradation of quality.

Preparing tables

When preparing tables, please follow the formatting instructions below.

- Tables should be numbered and cited in the text in sequence using Arabic numerals (i.e. Table 1, Table 2 etc.).
- Tables less than one A4 or Letter page in length can be placed in the appropriate location within the manuscript.
- Tables larger than one A4 or Letter page in length can be placed at the end of the document text file. Please cite and indicate where the table should appear at the relevant location in the text file so that the table can be added in the correct place during production.
- Larger datasets, or tables too wide for A4 or Letter landscape page can be uploaded as additional files. Please see [below] for more information.
- Tabular data provided as additional files can be uploaded as an Excel spreadsheet (.xls) or comma separated values (.csv). Please use the standard file extensions.
- Table titles (max 15 words) should be included above the table, and legends (max 300 words) should be included underneath the table.
- Tables should not be embedded as figures or spreadsheet files, but should be formatted using 'Table object' function in your word processing program.
- Color and shading may not be used. Parts of the table can be highlighted using superscript, numbering, lettering, symbols or bold text, the meaning of which should be explained in a table legend.
- Commas should not be used to indicate numerical values.

Preparing additional files

As the length and quantity of data is not restricted for many article types, authors can provide datasets, tables, movies, or other information as additional files.

All Additional files will be published along with the accepted article. Do not include files such as patient consent forms, certificates of language editing, or revised versions of the main manuscript document with tracked changes. Such files, if requested, should be sent by email to the journal's editorial email address, quoting the manuscript reference number. Please do not send completed patient consent forms unless requested.

Results that would otherwise be indicated as „data not shown” should be included as additional files. Since many web links and URLs rapidly become broken, TRinVS Journal requires that supporting data are included as additional files, or deposited in a recognized repository. Please do not link to data on a personal/departmental website. Do not include any individual participant details. The maximum file size for additional files is 20 MB each, and files will be virus-scanned on submission. Each additional file should be cited in sequence within the main body of text.

If additional material is provided, please list the following information in a separate section of the manuscript text:

- File name (e.g. Additional file 1)
- File format including the correct file extension for example .pdf, .xls, .txt, .pptx (including name and a URL of an appropriate viewer if format is unusual)
- Title of data
- Description of data

Additional files should be named „Additional file 1” and so on and should be referenced explicitly by file name within the body of the article, e.g. 'An additional movie file shows this in more detail [see Additional file 1]’.

As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines.

1. The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).
2. The submission file is in OpenOffice, Microsoft Word document file format.
3. Where available, URLs for the references have been provided.
4. The text is single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.
5. The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines, which is found in About the Journal.
6. If submitting to a peer-reviewed section of the journal, the instructions in Ensuring a Blind Review have been followed.

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