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# Instructions to Authors

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# Ophthalmic Anaesthesia

*The Journal of*  
The British Ophthalmic Anaesthesia Society

Email submissions to [editorOA@outlook.com](mailto:editorOA@outlook.com)

## Manuscript requirements

The manuscript should be in MS Word (Arial font 11) with UK English spelling and single line spacing.

Pages must be numbered, except for the title page.

- *Research*: up to 3000 words, 30 references
- *Review article*: up to 4000 words, 40 references
- *Case report*: up to 1500 words, 10 references
- *Letters*: up to 1000 words, 5 references

Word count excludes title page, summary, and references.

## Title page

- **Type of manuscript** (Research, Case report, Letter)
- **Title** (up to 20 words)
- **Authors**: First Author<sup>1</sup>, Second Author<sup>2</sup>  
Primary institution, city, country, email for each author.  
Do not include author qualifications.  
Corresponding author's e-mail address.
- **Presentation** at any meeting, location, and date.
- **Acknowledgement** – (e.g. Individuals who helped but do not qualify to be an author).
- **Author confirmation**:
  - Manuscript has not been published before and is not under consideration for publication elsewhere
  - All authors meet the requirements of authorship as per ICMJE guidelines
  - Relevant consent and approvals from patients / next of kin / authorities obtained
  - Permission obtained for any copyrighted content in the manuscript
  - Conflict of interests declared
  - Funding source declared
  - All authors consent to the transfer of copyright of submitted content to journal (print or digital version) once manuscript is accepted for publication

**Summary** (Fresh page) – Up to 250 words. Only required for research and review articles.

## Main text

 (Fresh page)

- **Research studies headings**: Introduction, Methods, Results and Discussion in **BOLD UPPERCASE**, with subheadings in **bold lowercase**.
- **Case reports headings**: include Introduction, Description and Discussion in **BOLD UPPERCASE**.
- Avoid abbreviations except for SI unit measurements. <http://www.icmje.org/recommendations/browse/manuscript-preparation/preparing-for-submission.html#k>
- **Tables** should be produced either as Word documents or Excel spreadsheets. Do not send tables as photographs (jpeg, gif or tiff) as these cannot then be edited.
- **Colour photographs** preferred. Patients must not be identifiable from the images. **Figures** should have a minimum of 300 dpi resolution.

## References

 (Fresh page)

- Number using superscripts in the text. List up to six authors, and the remainder as et al. Follow ICMJE Guidelines ([http://www.nlm.nih.gov/bsd/uniform\\_requirements.html](http://www.nlm.nih.gov/bsd/uniform_requirements.html)).
- Abbreviate journal titles as per MEDLINE (<https://www.ncbi.nlm.nih.gov/nlmcatalog/journals>).
- Examples:
  - **Journal**: Halpern SD, Ubel PA, Caplan AL. Solid-organ transplantation in HIV-infected patients. *N Engl J Med*. 2002;347:284-7.
  - **Chapter in book**: Meltzer PS, Kallioniemi A, Trent JM. Chromosome alterations in human solid tumours. In: Vogelstein B, Kinzler KW, editors. *The genetic basis of human cancer*. New York: McGraw-Hill; 2002. p. 93-113.
  - **Internet article**: Zhang M, Holman CD, Price SD, Sanfilippo FM, Preen DB, Bulsara MK. Comorbidity and repeat admission to hospital for adverse drug reactions in older adults: retrospective cohort study. *BMJ*. 2009 Jan 7;338:a2752. doi: 10.1136/bmj.a2752.

## Legend for Figure(s) / Table(s)

 (Fresh page)

## Appendices

 (Fresh page)

- Additional information (e.g. survey questionnaire).