

Pokyny pre autora

na písanie autoreferátu v rigoróznom štúdiu v študijnom odbore veterinárske lekárstvo

Rigorant, ktorého rigorózne štúdium je zaradené do študijného odboru **veterinárske lekárstvo** môže publikovať svoje výsledky v troch časopisoch:

- Folia Veterinaria
- Slovenský veterinársky časopis
- Vetžurnál

Výber časopisu bude závisieť od **charakteru spracovanej témy a usmernenia vedúceho rigorózneho práce. Zároveň bude potrebné vopred odkonzultovať publikovanú tému s redakčnou radou daného časopisu.**

POKYNY PRE AUTOROV

Slovenský veterinársky časopis

SVČ má edukačný, odbornovo-vedecký a informačný charakter, slúžiaci pre všetky zložky veterinárnej pospolitosti v SR a svojím zameraním spadá do rezortu pôdohospodárstva, čiastočne aj do rezortu životného prostredia, školstva a zdravotníctva.

Štruktúra časopisu je rozdelená do nasledovných častí:

- 1. Úradná kontrola a bezpečnosť potravín, producent a spotrebiteľ.**
- 2. Informácie z úradnej veterinárnej praxe, poľnohospodárskej a potravinárskej legislatívy.**
- 3. Veterinárna starostlivosť, prevencia v prvovýrobe, nozologická problematika, životné prostredie.**
- 4. Informácie zo spoločenských akcií, kongresov, výstav, Komory veterinárnych lekárov SR a personálie**

V časti 3 sa publikujú odbornovo-vedecké príspevky, ktorých rozsah by nemal prekročiť 10 strán, vrátane tabuliek, grafov a obrazov.

Názov príspevku má byť výstižný, nepresahujúci 2 riadky a veľkými písmenami. Mená autorov sú bez titulov – napr. Maraček, I. Pod autorov uviesť pracovisko s plnou adresou.

Príspevky sa členia na: Materiál a metódy, Výsledky, Diskusia a Záver. Záver by nemal presiahnuť pol strany. V tejto časti sa publikuje súhrn, ako aj legenda tabuliek a grafov aj v anglickom jazyku (v prípade potreby preloží sa v redakcii). Zoznam literatúry sa neuvádza – len Literatúra u autorov. Písanie citácií v texte: autori malými písmenami a riedene (Smith, 2002) alebo (Smith *a kol.*, 2002). Riadkovanie 1,5.

Autor je zodpovedný za pôvodnosť práce a jej obsahovú správnosť.

Neprijaté príspevky redakcia vracia len na požiadanie autora.

VETžurnál

VETžurnál je periodikum, patriace do kategórie odborných časopisov, ktoré má informačno - vzdelávací charakter. Distribúcia časopisu je realizovaná prostredníctvom KVL SR odosielaná štvrťročne uverejňované na web stránke www.kvlsr.sk

Ciel'ová skupina, ktorej je časopis určený sú veterinárny lekári, štátny veterinárny dozor, členovia akademickej obce zaoberajúci sa výskumom v oblasti veterinárnych

a poľnohospodárskych vied, tiež slúži pedagógom v oblasti veterinárnej špecializácie a tiež aj študentom.

Publikované práce sú zamerané na poskytovanie informácií v rôznych oblastiach veterinárnej medicíny vrátane hygieny a bezpečnosti potravín.

Pokyny pre autorov:

1. Príspevky do časopisu sa zasielajú na adresu redakcie
2. Príspevky môžu byť v jazyku slovenskom, českom, anglickom.
3. Imprimatur sa vzťahuje na prvého autora
4. Zaslané príspevky sú primárne posúdené redakčnou radou, či vyhovujú všetkým požiadavkám na uverejnenie príspevku v časopise
5. Pokiaľ zaslaný príspevok vyhovuje požiadavkám po formálnej stránke, je zaslaný oponentom na odborné posúdenie obsahovej stránky
6. Autor je oboznámený s výsledkom oponentského posudku do 1 mesiaca Po oponentúre sú články zasielané na korekciu autorovi. Autor musí vykonať opravy v príspevku do 10 dní od doručenia oponentského posudku. Nasledovne je opravený príspevok opätovne odoslaný oponentovi na 2. korektúru. Pokiaľ je aj druhá korektúra nevhodná na uverejnenie, príspevok je redakčnou radou definitívne zamietnutý Uverejnené pôvodné autorské príspevky musia zodpovedať moderným medicínskym požiadavkám, normám, vyšetrovacím a diagnostickým postupom.
7. Na titulnej strane sú uvedené nasledovné informácie:
 - Názov práce (musí byť stručný, výstižný a zodpovedať obsahu článku, nemal by presahovať 8 slov); názov je potrebné uverejniť aj v anglickom jazyku – to nechám na rozhodnutí, môže, nemusí byť, ale bolo by vhodné!)
 - Mená autorov, vrátane ich titulov, akademických hodností a adresy pracovísk autorov. Pri prvom autorovi, prípadne korešpondujúcom autorovi je potrebné uviesť aj mailovú adresu
 - Príspevky pre časopis sú honorované; prvý/korešpondujúci autor uvedie svoj telefonický kontakt, bankové informácie (č. účtu, kód banky, IBAN.....to čo potrebujeme na vyplatenie)
 - **Súhrn** sa uverejňuje z dvoch jazykoch, pričom druhý je vždy anglický. Súhrn nesmie presahovať 10 riadkov
 - Pod súhrnom uvedie autor **klúčové slová**, ktoré vystihujú danú problematiku
 - Ďalšou časťou je **Úvod**; kde autor podá všeobecné informácie o súčasnom stave v riešení danej problematiky, odvolávajúc sa na literárne zdroje
 - Ďalšie časti **Materiál a metodika, Výsledky, Diskusia a Záver**
 - Pokiaľ autor uverejňuje **Kazuistiky**, je potrebné štrukturovať príspevok nasledovne: - Súhrn – dvojjazyčne
Kľúčové slová – dvojjazyčne
Úvod
Anamnéza
Vlastné klinické vyšetrenie vrátane doplňujúcich diagnostických vyšetrení a operačných metód, histologických nálezov
Diferenciálnu diagnostiku
Konečnú diagnózu, prípadne suspektnú diagnózu, terapiu, prevenciu a prognózu
Diskusia
Záver
 - Pokyny pre autorov príspevkov, ktoré patria do kategórie **Literárny prehľad** :

Súhrn – dvojjazyčne

Kľúčové slová – dvojjazyčne

Úvod

Názvy jednotlivých častí podľa popisovanej problematiky s vedením literárnych zdrojov

Záver

- Každý typ príspevku musí byť ukončený **Zoznamom literatúry**
 - o **Literárne zdroje musia byť aktuálne**, minimálne 70% nesmie byť starších ako 10 rokov
 - o **odkazy na literárne zdroje sa uvádzajú** v texte, pričom po ukončení citovaného textu sa na konci vety horným indexovaním uvedie poradové číslo : ^{1,2,3} atď., podľa počtu použitých zdrojov. Mená autorov sú potom zaradované do Zoznamu literatúry podľa poradia uvedených čísel v texte , nie podľa abecedy
 - o **správna citácia** : najprv sa uvedie priezvisko autora, potom jeho meno - len začiatočnými písmenami; ak je viac autorov, medzi menami sa dáva čiarka, po poslednom autorovi sa napíše bodka. Potom nasleduje názov článku, za ktorým sa dá bodka. Názov časopisu sa píše kurzívou celým názvom, alebo oficiálnou skratkou pre daný časopis, potom nasleduje rok, v ktorom bol časopis vydaný, poradové číslo/ročník a strany
 - o **pri monografiách** sa navyše uvedie miesto vydania, nakladateľstvo, rok vydania a celkový počet strán
 - o **ak je počet autorov viac ako 3**, uvedie sa kurzívou a kol. a pri anglických textoch et al.

Ostatné všeobecné informácie k príspevkom:

- Pokiaľ autor používa v texte skratky, je túto potrebné dať hneď po prvom výraze a potom ju ďalej používať v texte
- Latinské zoologické a botanické názvoslovie sa píše kurzívou
- keď sa píše o liekoch podávaných tak sa najprv napíše účinná látka s dávkovaním a spôsobom aplikácie a potom do zátvorky názov lieku a firma, ktorá ho vyrába

Dokumentácia - tabuľky, grafy, schémy, obrázky

- Dokumentácia musí byť popísaná, očíslovaná a číslo sa uvádza aj v texte
- Pri tabuľkách nad tabuľkou sa uvádza číslo a názov, pod tabuľkou sa uvádza rozpis skratiek
- Ak autorom dokumentácie (obrázku, tabuľky, atď) nie je nikto z autorov príspevku zaslaného na publikáciu, je potrebné pod dokumentáciu na konci textu uviesť aj literárny zdroj

Technické požiadavky na publikácie

- Príspevky sa zasielajú mailom na adresu: kvlsr@kvlsr.sk , ladislavstodola22@gmail.com
- Dokumentačný materiál – najmä čo sa týka obrázkov, v akej dobrej kvalite,
- Písmo Times New Roman, veľkosť 12, riadkovanie 1,5
- Maximálny počet rozsahu: 5 strán formátu A4

INSTRUCTIONS FOR AUTHORS

Folia Veterinaria is a scientific journal published by the University of Veterinary Medicine and Pharmacy in Košice, the Slovak Republic, established in 1956. It is issued quarterly and distributed worldwide. Original research papers on all aspects of veterinary science, clinical case studies and review articles, are welcomed on the understanding that the manuscript, in part or in whole, has not been published before nor is currently being considered for publication elsewhere. Each author is responsible for the originality of the work and the correctness of its content. In the case of joint authorship, it will be assumed that all the authors agree to the submission. Authors should submit the manuscripts in electronic format using Word-processing software. Folia Veterinaria publishes articles following a Blind peer review (two reviewers chosen by the Editors) to uphold the standards of its publications with respect to their originality, relevance to veterinary medicine or pharmacy, clear statement of a hypothesis, appropriate experimental design, and completeness of methods, logical and comprehensive discussion and data-supported conclusions.

The journal does not have article processing charges (APCs) nor article submission charges.

MANUSCRIPT

Papers should be written in good English (American or British usage is accepted, but not a mixture of these). The text should be checked by a native English speaker. The complete set of the manuscript, including photographs and illustrations, tables or graphs should be sent in the digital form to the following e-mail address: folia.veterinaria@uvlf.sk or milada.vargova@uvlf.sk. Editorial Board maintains the option of returning, before evaluation, manuscripts to authors who do not comply with these recommendations. Manuscripts that lack originality, are poorly structured, too local or do not fit into the journal's aims and scope may be rejected outright without undergoing peer review.

Please state clearly which category of paper is being submitted.

The manuscript should be typed in Times New Roman font, 1.5 spacing, with margins of at least 25 mm, paragraphs indented, observing the structure specified below.

Authorship. The responsibility of every person listed as an author is stated in the Editorial policy of Folia Veterinaria. The order of authorship should be a joint decision of the co-authors. Authors should be prepared to explain this order. The authors must certify that their manuscript is their original work.

Conflict of Interest. If a study evaluates a pharmaceutical product, a medical or scientific device, or any other commercial manufacture, the authors must disclose, in a confidential covering letter to the editor, any and every financial interest (e.g. employment, consultancy, share-holding, board membership, etc.) they may have in the company that manufactures the product discussed or in a rival firm and/or commodity.

Units of Measurement. Follow internationally accepted rules and conventions: use the international system of units (SI).

All hematological and clinical chemistry measurements should be recorded in the metric system or in SI units

Abbreviations and Symbols. Use only standard abbreviations. Avoid abbreviations in the title and abstract. Abbreviations and acronyms should be used only if they are repeated frequently. The full term for which an abbreviation stands should precede its first use in the text unless it is a standard unit of measurement, e.g. positron emission tomography (PET).

Nomenclature and Terminology. Medicines must be shown by their generic name followed by the proprietary name and manufacturer in parentheses when they are first mentioned, e.g. Apramycin (Apralan 200; Elanco, Austria).

Authors should respect the relevant international rules of nomenclature (e. g. International Code of Nomenclature for algae, fungi and plants, International code of Zoological Nomenclature, International Code of Nomenclature of Bacteria and International Committee on Taxonomy of Viruses).

Anatomical terminology should agree with the nomenclature published in the Terminologia Anatomica: International Anatomical Terminology. Thieme Stuttgart. p. 161. ISBN 3-13-114361-4.

Latin terms and other non-English words should be italicized in the manuscript.

Ethical considerations. When reporting experiments on animals Observation of the ARRIVE guidelines 2.0: Updated guidelines for reporting animal research, published in July 14, 2020 (<https://doi.org/10.1371/journal.pbio.3000410>), is required. The authors should ensure that all procedures were performed in compliance with the guidelines for animal care of their institutions or with national/international guidelines. No article can be published unless the study was approved by an Ethics committee and informed consent obtained from human participants; the manuscript should contain a statement to this effect. If the Editors deem that animals have been subjected to suffering unjustified by the scientific value of the information sought, they will reject the paper on ethical grounds.

Plagiarism is considered academic dishonesty and breach of ethic

The journal encourages integrity in science. Questionable and fraudulent claims will not be entertained.

Experimental Hazards. Authors should draw attention to any dangers involved in carrying out their experiments, and should detail the precautions taken to guard against such hazards.

RESEARCH ARTICLES

Each manuscript should be thematically complete: serialization is discouraged. Good research should be well justified, well planned, appropriately designed, and ethically approved.

Divide your article into the subsections with the following headings: **ABSTRACT, INTRODUCTION, MATERIALS AND METHODS, RESULTS, DISCUSSION, CONCLUSIONS (ACKNOWLEDGEMENT), REFERENCES.**

Each heading should appear on its own separate line, with one blank line above and below each heading.

The Title Page. The paper should be headed with the full title, (**BOLD, UPPER-CASE** letters, size 14, centered) which should accurately and concisely describe the topic in no more than two lines. The first name, initials of the author(s) and surname is required followed by the name and place(s) of the employment (If the work was carried out in an institution other than the place of employment, this should be noted in the body of the text).

ABSTRACT

(Bold, lower-case letters) The second page should carry an abstract, which should be self-contained and not exceed 250 words. It should briefly incorporate the purpose and relevance to veterinary science of the study, basic procedures, the main findings, and principal conclusions. It should emphasize new and important aspects of the study or observations.

Key words: Key words should be listed below the abstract, from which they are separated by a one-line space. They should consist of three to ten words in alphabetical order, written in lower-case, bold, and separated by semi-colons.

INTRODUCTION

State the objective of the study and provide adequate background, avoiding a detailed literature survey. Give only strictly pertinent references and do not include data or conclusions from the study being reported.

MATERIAL AND METHODS

Describe' your selection of observational or experimental subjects (including controls) clearly. Identify the age, sex, state of health, and other important characteristics of the subjects.

Identify the methods, apparatus (with the manufacturer's name and address in parentheses), and procedures in sufficient detail for other workers to reproduce the experiment. Quote established methods, provide references and brief descriptions for methods that have been published but are not well known; describe new or substantially modified methods in full; give reasons for using them, and evaluate their limitations. Precisely identify all drugs and chemicals used, including generic name, dose, and route of administration.

Include information concerning the ethical issues.

Statistics. Describe statistical methods with enough detail to enable a knowledgeable reader with access to the original data to verify the results reported. When possible, quantify findings and present them with appropriate indicators of measurement error or uncertainty. Discuss the eligibility of experimental subjects. Give details about randomization.

RESULTS

These should be as succinct as possible and presented in a logical sequence in the text, with figures and tables. Emphasize or summarize only the important observations in the text. Do not duplicate in the text all the data in the figures and tables. Results of **statistical analysis** (level of significance) should be provided in the tables where appropriate.

DISCUSSION

Emphasize the new and important aspects of the study and the conclusions that follow from them. Do not repeat in detail data or other material given in the Introduction or the Results sections. Include in the Discussion section the implications of the findings and the limitations, together with their significance for future research. Relate the observations to other relevant studies.

CONCLUSIONS

Link the conclusions with the aims of the study, but avoid unqualified statements and conclusions not completely supported by the data. Avoid claiming priority and alluding to work that has not been completed. Recommendations, when appropriate, may be included.

ACKNOWLEDGEMENT

(In italics) Those who have given technical assistance, or moral or financial support, or supplied equipment or materials, or engaged in translation, language editing, general supervision, etc., should be recognized in the Acknowledgements.

REFERENCES (research article, review, case study)

Only the work used should be mentioned. In the reference list, the references should appear in **alphabetical order** by the first author's surname, preceded by an Arabic numeral. All entries in the reference list must correspond to the references in the text and vice versa.

Authors should avoid citing derivations of original work. They should ensure that their citations are accurate (i.e. the citation supports the statement made in their manuscript) and should not cite sources that they have not read. Authors should not use an excessive number of citations to support one point.

Ideally, authors should cite sources that have undergone peer review where possible.

List all authors if six or less, otherwise list first six followed by “et al.”.

In the text, the number of respective reference is used instead of names and dates for citations, e.g. "All space-flight embryos... showed normal embryogenesis [3, 6] and post-hatch development [5]." Only if the writer's name is a necessary part of the sentence should it be used, e.g. "J o n e s et al. [7] discovered that...". If the date is essential, it too should form part of the text, e.g. "Then in 1997 J o n e s et al. [7] made a breakthrough...."

Citation of a reference as “in press” implies that the item has been accepted for publication

The style and punctuation of the references should follow the format described and illustrated below:

Journals: Surname(s) and initial(s) of the author(s), year of publication (in bold), full title of the paper, title of the journal abbreviated according to ISO4 (in *italics*), volume, issue number and relevant pages. Abbreviated name of the journal should be used (Standard journal abbreviations –ISO4) DOI numbers should be included, where available...

Ahlborg, B., Ekelund, L. C, Nilsson, C. G., 1968: Effect of potassium-magnesium aspartate on the capacity of prolonged exercise in man. *Acta Physiol. Scand.*, 74, 238—245. DOI:

Book without editor:

Surname(s) and initial(s) of the author(s), year of publication, full title of the book (In *italics*), edition (if not the first), publisher and place of publication, total number of pages or cited pages.

Fayer, R., Xiao, L., 2008: *Cryptosporidium and Cryptosporidiosis*. CRC Press, Boca Raton, 560 pp.

Book with editor(s):

Surname(s) and initial(s) of the author(s) and of the editor(s), year of publication, full title of the book (In *italics*), and edition (if not the first), publisher and place of publication, total number of pages or cited pages.

Brown, L. W., Johnson, E. M., 1989: Enzymatic evidence of alkaline phosphatase. In **Caster, A. R.:** *Enzymology*. Plenum Press, New York, 99—101.

Conference/Congress proceedings:

Surname(s) and initial(s) of the author(s), year of publication, Proceedings title and conference/congress (In *italics*), its place and date, total number of pages or cited pages.

Canganella, F., Balsamo, R., 2008: Isolation and selection of probiotic microorganisms with antagonistic activity against *Paenicibacillus larvae* and *Paenicibacillus alvei*. In

Proceedings of the International Probiotic Conference: Probiotics for the 3rd Millennium, High Tatras, Slovakia, June 4–7, 28–29.

Online journals with volume and page information:

Simon, J. A., Hudes, E. S., 1999: Relationship of ascorbic acid to blood lead levels. *JAMA*, 281, 2289–2293. <http://url>. Accessed July 11, 2009.

Online website:

King, M. W.: *The Medical Biochemistry Page*. <http://themedicalbiochemistrypage.org>. Updated July 14, 2009. Accessed July 14, 2009.

TABLES should contain essential data not given in the text. Statistics must be enclosed. Number tables consecutively in accordance with their appearance in the text. Place titles above the tables and footnotes below the table body and indicate them with superscript lowercase letters where appropriate. Within each table, lines should separate only the headings from the body of the table, and the body of the table from any totals, averages, etc. No vertical lines should be used.

PHOTOGRAPHS, ILLUSTRATIONS AND FIGURES. As this part is electronically subject to change and mishaps, figures and tables demand extra care and safety. We recommend sending illustrations also in separate files. Black-and-white photographs should be clear and sharp. Because of technical complications which can arise by converting color figures to “gray scale” please submit your figures and illustrations in version suitable for black and white print. In the journal, figures and illustrations will have an overall width of no more than 8.5 cm and be drawn on pages 17.5 cm wide. The size of the letters in legends should suit these dimensions. Ensure that figures and illustrations are numbered consecutively and each figure or illustration has a caption. Supply captions separately, not on the photo itself. Each caption should comprise a brief title and description and should be placed below the figure or illustration/photograph. Photomicrographs must state the magnification and stain technique. The main objects, changes, and findings should be shown by an arrow or some other symbol explained in the legend. Permission should be obtained for use of copyright material from other sources (including the Web).

REVIEW ARTICLES

These should provide a substantial survey, with an appropriate historical perspective, of the literature on some aspect of veterinary medicine. Alternatively, such articles may review a topic of veterinary interest, which may not come within the normal purview of many veterinarians. The following structure is recommended:

TITLE – keep the title concise and informative.

ABSTRACT – inform about the objectives and results of the review article.

INTRODUCTION – provide information about the context, indicate the motivation for the review, define the focus, the research question and explain the text structure.

MATERIAL AND METHODS – describe/summarise the methods used for locating, selecting, extracting, and synthesizing data.

Main part of the review article – use relevant headings

CONCLUSION – Answer the research questions set in the introduction

REFERENCES - Acknowledges the work of other scientists. Compulsory to avoid charges of plagiarism. A range between 50-100 references is in most cases appropriate.

CLINICAL CASE STUDIES.

The recommendations for structure are as follows:

TITLE: the title should contain the phrase “case study,” “case report”. We do not expect many authors – usually one or two

ABSTRACT – should be a short version of the whole paper

INTRODUCTION – a few paragraphs. The objective is to have the reader understand clearly, but in a general sense, why it is useful for them to be reading about this case.

CASE PRESENTATION

MANAGEMENT AND OUTCOMES - In this section, the plan for care should be clearly described, as well as the care which was actually provided, and the outcome.

(DISCUSSION, ACKNOWLEDGEMENTS)

REFERENCES