

## Authors' guidelines

### CME Gynecology, Obstetrics and Gynecological Endocrinology

Dear author,

“**CME Gynecology, Obstetrics and Gynecological Endocrinology**” publishes only review articles by invitation. Please contact the editorial board before submission!

In order for you to get an idea of the target group, we would like to provide you with some facts about the journal.

The primary target groups are gynecologists working in private practices, doctors in their further education as well as doctors preparing for their residency examination. The articles are also available online, where registered users may acquire continuing education credits (see below).

The article should consist of 4.000-5.000 words or 30.000-40.000 characters, respectively, as well as approximately 10-15 (CMYK) images and tables (corresponding to approximately 18 pages, Times 12 pt, double line spacing). In case of deviations please contact us beforehand. You may use colored photos as well as handwritten drafts as illustrations. The copyright must lie with the author!

It is crucial for the presentation of the topic for the article to be wide-ranging and preferably objective. Controversies concerning treatment management ought to be discussed. Please bear in mind that **your article will be used several hundred times for certification purposes!** Your article should follow current guidelines by medical societies or working group recommendations.

Once your article has been accepted by the respective editor, it will be sent to two independent reviewers (“Peer review process”). The reviewers then pronounce his recommendation whether to accept or reject the article and, if applicable, will propose amendments that will have to be taken into consideration by the author, i.e. an open review process.

As soon as the editor considers the implemented changes as sufficient, the article is forwarded to the publisher. Here, your article will undergo specialist editing. Usually, this involves further inquiries, which we ask you to respond to as soon as possible. This is followed by typesetting and you will receive the proof for your printing approval, which we ask you to return within five days. **In addition, all articles will be translated into English.** You will receive the translated article and typesetting for further proofreading and approval.

It is necessary to submit an abstract written in German and English language including an English title as well as English keywords.

Essential information on how to write a scientific article can be found here: <http://www.icmje.org/>.

We kindly ask you to submit your article via email **by the agreed deadline** to the responsible editor:

Mrs. Dr. med. Ines Doll, akademos Wissenschaftsverlag GmbH, Redaktion CME Gyn, Op'n Kamp 30, D-22587 Hamburg, phone: 49 (0)40 88941973, fax: (040) 88 94 19 80, mobile phone: (0170) 807 55 17, email: [inesdoll@aol.com](mailto:inesdoll@aol.com)

The respective editors are:

#### *Prenatal diagnosis and obstetrics*

Priv.-Doz. Dr. med. Kai J. Bühling, University Medical Center Hamburg, Martinistraße 52, D-20246 Hamburg, phone +49 (0)40 7410 23801, fax (0)40 7410 47283; email: [kjbuehling@aol.com](mailto:kjbuehling@aol.com)

#### *Endocrinology and reproductive medicine*

Dr. med. Andreas Jantke, “Kinderwunschzentrum FERA im Wenckebach-Klinikum”, Wenckebachstraße 23, D-12099 Berlin, phone +49 (0)30 76 00 70 11, fax +49 (0)30 76 00 70 14, email: [drmedjantke@aol.com](mailto:drmedjantke@aol.com)

#### *Gynecology and gynecologic oncology*

Prof. Dr. med. Jalid Sehouli, Charité – University Medical Center Berlin, department of gynecology and obstetrics, Augustenburger Platz 1, D-13353 Berlin, phone: (030) 4505 64043, fax: (030) 4505 64902, email: [sehouli@aol.com](mailto:sehouli@aol.com)

#### Check list (please only submit your article once all requirements have been met)

- Articles written in Word format (structure: definitions, pathogenesis, clinical aspects, therapy, or the like)
- Ten questions with five possible answers each, of which only one may be correct. The questions must not have been previously shown or answered. Please mark the correct answer. The reader should easily be able to answer the questions when having read the article and should not contain negations. The questions serve the purpose of proving the reader's knowledge and should not upset the reader.
- Bibliography in Vancouver style with all authors named. References in alphabetical order, citations in the text with first author and year of publication (example: Smith 1990). We kindly ask you to take into account previous articles published in “CME Gynecology...” as well as the correlating journal “CME dermatology”.
- German and English abstract, English title as well as English keywords (maximum 5)
- Image and table references included in the text
- Images in jpg format or the like. (Please do not download images from the internet. The copyright must lie with the author!) Resolution no less than 300 dpi (dimensions at least 800x600)
- Handwritten drafts (copyright lies with the author!)
- Short C.V. (three to six sentences)
- Complete address of the author
- Photograph of the author in jpg format