INFORMATION FOR AUTHORS

About the Journal
The Société Internationale d’Urologie Journal (SIUJ) is a peer-reviewed international journal, owned by the Société Internationale d’Urologie (SIU) and published online every 2 months. The SIUJ follows the guidelines on editorial independence produced by the World Association of Medical Editors[1] and the recommendations of the International Committee of Medical Journal Editors (ICMJE)[2]. The SIUJ publishes articles continuously to siuj.org.

Open Access
All articles in the SIUJ are published with open access so the full text is freely available to all. The SIUJ is in the process of fulfilling the prerequisites to apply for inclusion in MEDLINE and in PubMed Central[3], the National Library of Medicine’s full text archive.

Publishing Fees
There is no fee for either publication in or submission to SIUJ.

Types of Article and Requirements

Original Research
This category includes retrospective and prospective studies, cohort and case–control studies, as well as randomized control trials. The research should add to what is already known, offer a different perspective on a conventional theory or practice, or contribute to improvement in clinical practice, policy, or education. Authors should indicate that they have followed the guidelines appropriate to the study type[2,3], and must provide the research ethics board approval number.

A research article should have a structured abstract of no more than 250 words, with the following headings: Objectives, Methods, Results, Conclusion(s). The main body should include the following headings: Introduction, Methods, or Materials and Methods (method, subjects, analysis), Results, Discussion, Conclusion(s). Research articles should not exceed 2500 words (not including the abstract, references, or tables and figures) and should have no more than 30 references.
Systematic Review and Meta-Analysis
These studies seek to answer research questions relating to a specific clinical subject, using a comprehensive review and synthesis of the relevant literature accompanied by critical analysis and conclusions. Authors should indicate levels of evidence supporting their conclusions[4]. The manuscript should not exceed 3000 words (not including the abstract, references, or tables and figures) and should have no more than 100 references. Authors should indicate that they have followed the guidelines appropriate to the systematic review[2,3].

Urology Around the World
These address topical issues in one country or region that will be of broader interest. Authors are encouraged to include with the submission 1 or 2 photographs that offer context or that illustrate what is described. Submissions to this section should not exceed 1000 words and should have no more than 10 references. They do not require an abstract.

Guest Editorials
These are usually commissioned by the Editor-in-Chief for a particular purpose (for special issues etc.). Authors wishing to comment on topical issues in urology should instead consider submitting a Commentary. Guest editorials should include no abstract, tables or figures, or other supplementary material. They should not exceed 1000 words and should have no more than 10 references.

Commentary
Commentaries are usually opinion pieces on topical issues in urology and related fields. The structure is similar to that of a guest editorial: there should be no abstract and no tables or figures or other supplementary material. Commentaries should not exceed 1000 words and should have no more than 10 references.

Brief Communication
These papers may focus on any aspect of urological care and report novel or emerging research, current best practices, or the findings of small studies. They may also address innovations or controversial issues of interest to urologists. Brief communications should have a short (≤ 100 words) unstructured abstract and no more than 10 references and 2 tables and/or figures. The main body may use traditional headings or may be unstructured but should not exceed 1000 words.

Clinical Picture
Images should be accompanied by up to 300 words of text, which can provide context and information about the outcome of the case. However, the image should not rely on the text, but should be arresting and informative in and of itself. Clinical Picture submissions should be respectful of the patient and useful to clinicians. Images should be submitted in the software used to create them (eg, Adobe Photoshop PSD, EPS, TIFF, or JPG) rather than being imported into Word documents. For all submissions to this section, authors must submit an attestation that patients have provided written, informed consent for the use of any potentially identifying information (in the text or in images). To protect patient privacy, forms signed by the patient should be retained by the author rather than sent to the SIUJ.
Letters to the Editor

The SIUJ will consider letters written in response to a recently published article or intended to draw the attention of readers to emerging issues. Letters should not exceed 300 words and should have no more than 5 references.

General Requirements

Abbreviations

- SIUJ allows commonly understood abbreviations to be used without expansion.
- Other abbreviations that are used 3 times or more in a paper, should be added to a list (which should be inserted after the abstract in the submitted manuscript). If a term is used less than 3 times, it should be given in full each time rather than abbreviated.
- No periods required in abbreviations.
- No abbreviations in titles unless the abbreviation is more widely used and quickly understood than the term it represents.
- Abbreviations may be used at the beginning of a sentence.
- If an abbreviation is introduced, it is preferred to the spelled-out term; however, common sense should prevail. If the abbreviation is jarring or unwieldy, spell out the term.

Formatting

- **Format-free submission option:** The elements of SIUJ preferred style are detailed below. However, SIUJ will also accept format-free submissions. Manuscripts do not have to adhere to SIUJ requirements, but they must be in a recognized scientific style, which is followed consistently. Figures, tables, and supplementary materials may be submitted as part of the main document, provided they are clear. Submissions should include
  - Author information (names and affiliations provided for all authors)
  - Title
  - Abstract
  - Keywords
  - Introduction, Materials & Methods, Results, Conclusions
  - Clear titles for figures and tables
  - References (formatted consistently in a recognizable scientific style)

If you are asked to revise your manuscript after peer review, you will be asked to format the revised version according to SIUJ requirements before resubmission.

- **Font and spacing:** The complete manuscript, including tables, captions for figures, and illustrations, should be in 11-point Calibri type, double-spaced throughout, with 1-inch margins, and the pages and lines numbered, beginning with the title page. Begin each section or component on a new page, in this sequence: title page, abstract and key words, text (introduction, methods, results, discussion, conclusion[s]), acknowledgements, references, tables (each on a separate page), figures and legends.
Title page: The title page should include the full title of the paper, the category in which it is being submitted, the full names, degrees, affiliations (department, institution, city, and country), and email addresses of all authors. Authors are encouraged to provide ORCID numbers.

Forms
Copies of all forms are available and can be completed online (at siuj.org). Please ensure that you complete all necessary forms for your submission (in some cases—e.g., Conflict of Interest—all authors will be required to complete forms).

- Permissions: Required for previously published material (including tables and figures) excerpted in submissions to the SIUJ. Even if the excerpted material has been adapted, permission may still be required, and a credit line must still be appended.

- Confirmation of patient consent: Authors must submit an attestation that patients have provided written, informed consent for the use of any potentially identifying information (in the text or in images). To protect patient privacy, forms signed by the patient should not be submitted to the SIUJ but should be retained by the author.

- Conflict of interest: Conflict of interest exists when an author has ties to activities that could inappropriately influence his or her judgement. The SIUJ has adopted the Uniform Requirements for Manuscripts Submitted to Biomedical Journals of the ICMJE[2] and requires all authors and reviewers to declare any conflicts of interest that may be inherent in their submissions.

- Confirmation of authorship and author contributions: Designated authors should meet all 4 criteria for authorship in the ICMJE Recommendations[2].

Contributors who do not meet the criteria for authorship should be listed (with their consent) in the Acknowledgements section.

Key Words
Authors should provide 3 to 10 key words, preferably from the National Library of Medicine’s Medical Subject Headings (MeSH)[5] that will assist indexers in classifying the paper, making it more readily available in searches.

Language

- Language of Publication: The SIUJ publishes in English. The SIUJ is not able to provide translation, so all manuscripts should be submitted in English.

- As a journal with an international readership, the SIUJ allows both UK and US spelling as long as each paper is internally consistent. The default guides for spelling are The Oxford English Dictionary[6] or Merriam-Webster Dictionary[7] for general terms and Dorland’s Medical Dictionary[8] for medical terms.

- Language Editing: Accepted manuscripts are edited before publication; however, authors who are not confident in their use of English may wish to consider having their manuscripts professionally edited for clarity, coherence, and consistency of style and format before submission. This will not guarantee publication, but it will ensure that reviewers are able to understand and properly assess the paper on the merits of its content.
Numbers
In general, numerals are used to express numbers. Numbers are spelled out at the beginning of a sentence. “One” may also be spelled out when “a” or “a single” could be substituted (“one patient declined the offer of counselling”). Ordinals from “first” to “ninth” are spelled out.

References
References should be cited sequentially in the text using numerals in square brackets. The reference list should be formatted in Vancouver style. The DOI should be included for each reference if available. See ICMJE requirements for details and examples[2].

Supplementary Information
This may include video files, datasets, research protocols, questionnaires, checklists, or statements.

Tables and Figures
The information presented in tables and figures should complement rather than duplicate information in the text. Tables and figures should be numbered consecutively in the order of first citation in the text, and they should be submitted in the software used to create them (eg, Adobe Photoshop PSD, EPS, TIFF, or JPG) rather than being imported into Word documents. A legend should be provided for each figure, and the list inserted at the end of the main document after the reference list. See ICMJE for further information[2].

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Publishing Process
Submission
Papers should be submitted through ScholarOne at the SIUJ website (siuj.org). Authors are guided through the submission process, and they should receive an acknowledgement of submission within 24 hours. The SIUJ does not require or recommend pre-submission enquiries.

Review and Decision
Most submissions will be reviewed by a senior editor within 2 weeks. Many manuscripts will be rejected at this point for a variety of reasons, including subject matter outside the scope of the SIUJ, flawed design, discredited or outdated methodology, poor organization or presentation, failure to conform to ethical requirements, and apparent plagiarism. The remaining manuscripts will be sent for peer review. Reviewers are asked to make their recommendations within 10 days, after which a senior/specialist editor will consider their comments.
and recommend provisional acceptance dependent on satisfactory revision, acceptance without revision, or rejection. Authors should receive a final decision within 4 to 6 weeks of submission.

**Editing and Publication**

Once a manuscript is accepted, it is edited for consistency, clarity, and cohesion, and to ensure it adheres to SIUJ style. Editors may also have queries for authors, so the edited version will be sent to authors, who will generally have 2 days to respond to queries and changes.

Papers are posted as PDF files on the SIUJ website (siuj.org), where they are freely available. Complete issues are available on the website to registered users.

**Resources**


Scientific writing and publishing. Springer Nature. Available at: [https://masterclasses.nature.com/workshops-in-scientific-writing-and-publishing/16496900](https://masterclasses.nature.com/workshops-in-scientific-writing-and-publishing/16496900). Accessed March 3, 2020. (Online courses on writing research and review papers. There is a fee for these courses.)


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**References**