

Instructions to authors

Archives of Pharmacy publishes original scientific and professional articles from the following fields in pharmacy: medicinal chemistry, pharmaceutical analysis, pharmacognosy, pharmaceutical technology, industrial pharmacy, cosmetology, biopharmacy – bioanalytical and biopharmaceutical research, pharmacokinetics, drug metabolism, pharmacotherapy, biochemistry, medicinal biochemistry, immunology, pathophysiology, microbiology, experimental and clinical pharmacology, toxicology, bromatology, pharmaceutical practice, organization of pharmaceutical practice, pharmacoeconomics, pharmaceutical legislation, quality assurance in pharmacy, history of pharmacy, ethics, pharmacoepidemiology and clinical pharmacy.

The manuscripts are classified into the following categories:

- a) **review articles** which can represent an overview of a specific problem or an overall overview of a certain, current topic in pharmacy
- b) **original scientific articles** contain results of original, unpublished research
- c) **professional articles** can have a bibliographic or experimental character
- d) **short communications** contain results of original, unpublished research
- e) **case report** contains detailed report and discussion related to diagnosis and treatment of one or a group of patients.

Categories **Letter to the editor** and **Report** publish novelties from scientific and professional meetings as well as information about them, **information from international pharmaceutical journals, professional news, reviews of new books, biographical and professional notes** (anniversaries, awards, obituaries), as well as **announcements** of the Pharmaceutical Association of Serbia and its professional sections.

Articles are published primarily in English, and exceptionally in Serbian.

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The articles are reviewed by two independent reviewers. The names of the reviewers are confidential. Upon reception of the review, the author is obliged to correct the paper according to the reviewers' suggestions until the deadline indicated by the Editorial decision. The proof is sent to the authors who need to review it within 2 (two) working days.

PREPARATION OF THE MANUSCRIPT

Manuscripts should be typed on an A4 paper format, double-spaced, with 3 cm margins. Font Times New Roman, font size 12 pt. Review articles should not exceed 30 pages, whereas original scientific and professional articles should not exceed 20 pages. Short communications should be written on up to 10 pages. The content of individual sections (described in the following text) refers primarily to scientific articles; review and professional articles should have appropriate subtitles.

The manuscript has to be arranged as follows:

I – Front page

1. *The title* should be short, clear, informative and without abbreviations and formulae, with full names of the authors, names of the authors' institutions and the exact address of the corresponding author.

2. *Author names* – present full names and surnames of the authors, with the authors' affiliation marked with an Arabic number in superscript and the corresponding author marked with an asterisk.

3. *Institution names* are presented as full (official) names, with postal addresses, underneath the names of the authors. The stated institutions should refer to the place where the actual work was done (for scientific papers, short communications and experimental professional papers); for other types of publications, state the authors' place of work at the time of manuscript preparation.

4. The *corresponding author* should be clearly specified. The corresponding author's affiliation should be stated, as well as their e-mail address and telephone number.

Front page should be written in English and in Serbian, as well.

II - Abstract

5. *Abstract, non-structured*, up to 200 words, should be prepared on a separate page and include all important facts presented in the article, including the main conclusion. Papers written in English should have an abstract in English, as well as an abstract in Serbian presented on the following page. Papers written in Serbian should have an abstract in Serbian, as well as an abstract in English presented on the following page.

6. *Key words* should be selected in a way that clearly indicates the research problem and the results; up to 5 (five) key words should be written both in Serbian in English, underneath the appropriate abstract.

III – Manuscript

7. The *introduction* should be written in a clear and concise manner, and include the essence of the research problem and related references, as well as the aim of the study.

8. The *Experimental part* should include the description of subjects, materials and methods used in the experiment. If methods are widely known and described in the literature, only reference(s) containing a more detailed description should be cited. New or modified methods should be fully described. Methods used for calculation of parameters and statistical analyses should be stated as well. All abbreviations must be explained the first time they are used in the manuscript. For drugs, generic names should be used, and

proprietary names only if necessary. International units of measurement (SI units) should be used, unless other types of units are indicated.

9. The *Results* should be clear and precise, and contain the statistical methods used for analysis.

10. The *Discussion* includes the interpretation of the results and their comparison to literature data. At the end of this part, all conclusions obtained during the research need to be specified. The last two parts of the manuscript can be presented together as a single *Results and Discussion* section.

11. *Acknowledgements* contain information about or words of authors' appreciation for scientific, professional, technical or financial help. *Acknowledgements* are presented after the *Discussion* section, or after the *Results and Discussion* section. If the paper is part of a project, the project number should be listed using square brackets [project number XXXX].

12. *References* – more details in the following text.

IV – Equations/Formulae

The meaning of symbols should be explained on first use, just under the equation/formula. Equations/formulae should be numbered in order of appearance, on the right side, using round brackets. Ion valence should be listed as e.g. Ca^{2+} , not as Ca^{++} . Isotope number should be written before the chemical element symbol, e.g. ^{18}O . One should avoid repeating the chemical formula too many times. Full chemical names of substances should be written. In cases of very long chemical names, they can be abbreviated, by inserting the chemical element symbol.

V – Obligatory sections

According to good publishing practice, additional information must be incorporated in the manuscript.

Acknowledgements – please provide information on the financial support of your work. Did you receive any kind of a grant? If so, please provide the name and grant number.

Declaration of Competing Interest – the corresponding author, on behalf of all the authors of a submission, must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential conflicts of interest include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. All authors,

including those *without* competing interests to declare, should provide the relevant information to the corresponding author (which, where relevant, may specify they have nothing to declare). If you have no competing interest, please indicate: “The authors declare that they have no known competing financial interests or personal relationships that could have appeared to influence the work reported in this paper”.

Author contributions – for the sake of transparency, we require corresponding authors to provide co-author contributions to the manuscript using the relevant CRediT roles. The CRediT taxonomy includes 14 different roles describing each contributor’s specific contribution to the scholarly output. The roles are: Conceptualization; Data curation; Formal analysis; Funding acquisition; Investigation; Methodology; Project administration; Resources; Software; Supervision; Validation; Visualization; Roles/Writing – original draft; and Writing - review & editing. Please note that not all roles may apply to every manuscript, and that authors may have contributed through multiple roles.

VI - References

References in text are marked using Arabic numerals, inside round brackets (). The list of references should be presented at the end of the manuscript, in the order in which references appear in the text. Journal names should be abbreviated according to *Index Medicus*. The Vancouver numbered referencing style should be used, according to the rules established by the [International Committee of Medical Journal Editors](http://www.icmje.org/) <http://www.icmje.org/>; also known as – Uniform Requirements for Manuscripts Submitted to Biomedical Journals. If there are more than six authors, list the first six and add *et al.*

<http://www.ncbi.nlm.nih.gov/books/NBK7256/>

Examples

a) Articles in journals:

Petitti DB, Crooks VC, Buckwalter JG, Chiu V. Blood pressure levels before dementia. *Arch Neurol.* 2005;62(1):112-6.

In cases where the reference has no volume number and/or page numbers, the *doi* number must be listed:

Asín-Prieto E, Rodríguez-Gascón A, Isla A. Applications of the pharmacokinetic/pharmacodynamic (PK/PD) analysis of antimicrobial agents. *J Infect Chemother.* doi: 10.1016/j.jiac.2015.02.001.

Special types of published journals

- *Special edition of the journal*

Pekcan O, Kara S. Cation effect on thermal transition of iota-carrageenan: a photon transmission study. *J Biomater Sci (Polym Ed).* 2005;16(3):317-33.

- *Special number of the journal*

Scott JD. The protease inhibitor drugs. *Posit Aware.* 2005 Winter;Spec No:16-9. Mar Molinero F, Ramos Amador JT, Sanchez Diaz JI. Terapeutica antimicrobiana en las infecciones respiratorias de vias bajas [Antibacterial therapy in lower respiratory tract infections]. *An Esp Pediatr.* 1997;Spec No 2:207-8. (in Spanish).

- *Journal supplement*

Beyond menopause. Life after estrogen. *Mayo Clin Health Lett.* 2005;50(3S):1-8.

b) Books and monographs:

One or multiple authors

Jenkins PF. Making sense of the chest x-ray: a hands-on guide. New York: Oxford University Press; 2005. 194 p.

Eyre HJ, Lange DP, Morris LB. Informed decisions: the complete book of cancer diagnosis, treatment, and recovery. 2nd ed. Atlanta: American Cancer Society; 2002. 768 p.

Book with authors and editors/translators

Martin EW. Hazards of medication. 2nd ed. Ruskin A, Napke E, Alexander S, Kelsey FO, Farage DJ, Mills DH, Elkas RW, editors. Philadelphia: Lippincott; 1978; p. 686.

Book chapter

Whiteside TL, Heberman RB. Effectors of immunity and rationale for immunotherapy. In: Kufe DW, Pollock RE, Weichselbaum RR, Bast RC Jr, Gansler TS, Holland JF, Frei E 3rd, editors. *Cancer medicine* 6. Hamilton (ON): BC Decker Inc; 2003; p. 221-8.

Proceedings paper from a scientific meeting

van Pelt J, Kamermans M, Levelt CN, van Ooyen A, Ramakers GJA, Roelfsema PR, editors. Development, dynamics, and pathology of neuronal networks: from molecules to functional circuits. *Proceedings of the 23rd International Summer School of Brain Research*; 2003 Aug 25-29; Royal Netherlands Academy of Arts and Sciences, Amsterdam, the Netherlands. Amsterdam: Elsevier; 2005; 385 p. (Progress in brain research; vol. 147).

c) Other types of references:

Dissertations and master theses

Jones DL. The role of physical activity on the need for revision total knee arthroplasty in individuals with osteoarthritis of the knee [dissertation]. [Pittsburgh (PA)]: University of Pittsburgh; 2001. 436 p.

Roguskie JM. The role of *Pseudomonas aeruginosa* 1244 pilin glycan in virulence [master's thesis]. [Pittsburgh (PA)]: Duquesne University; 2005. 111 p.

Laws and directives

Zakon o zdravstvenoj zaštiti. Službeni glasnik RS 25/219.

European Commission. EC Guide to Good Manufacturing Practice for Medicinal Products and Active Pharmaceutical Ingredients. 4th ed. Aulendorf: ECV-Editio Cantor Verlag, 2002; 26-43.

World Health Organisation. Quality assurance of pharmaceuticals. A compendium of guidelines and related materials. Volume 2 - Good manufacturing practices and inspection. Geneva, 1999.

International Organisation for Standardisation/International Electrotechnical Commission (ISO/ IEC). Guide 73. Risk management – Vocabulary – Guidelines for use in standards. 1st ed. 2002.

European Pharmacopoeia. 9th ed, Strasbourg: Council of Europe, 2016.

Reference to a website

Complementary/Integrative Medicine [Internet]. Houston: University of Texas, M. D. Anderson Cancer Center; c2007 [cited 2007 Feb 21]. Available from: <http://www.mdanderson.org/departments/CIMER/>.

Reference to a website with authors

Hooper JF. Psychiatry & the Law: Forensic Psychiatric Resource Page [Internet]. Tuscaloosa (AL): University of Alabama, Department of Psychiatry and Neurology; 1999 Jan 1 [updated 2006 Jul 8; cited 2007 Feb 23]. Available from: <http://bama.ua.edu/~jhooper/>.

VII – Figures and tables

Figures and *Tables* should be provided on a separate page, after the reference list and labeled in the same way as in the text.

All figure/table captions/legends need to be prepared in Serbian and in English, and placed before/after the *Tables* and *Figures*.

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