

Guidelines for Authors Contributing to *Cancer Imaging*

Aims and scope

Cancer Imaging is a forum for radiologists with an interest in cancer imaging and those engaged in research in this field. The aim of the journal is to promote education in the rapidly advancing area of cancer imaging and to discuss new research into the study of tumour behaviour.

Article types

Cancer Imaging publishes the following article types: editorials, review articles, original articles, case series. Please note that *Cancer Imaging* does not accept individual case reports.

Editorial policies

All manuscripts submitted to *Cancer Imaging* should be accompanied by a covering letter stating that all authors have seen and approved the submission, and that the manuscript is not under consideration for publication elsewhere. A statement outlining the significance of the manuscript is helpful. Please use the 'Enter Comments' section of the online submission process for this purpose. (Alternatively you may send an email covering these points to the editorial office marie.bardsley@e-med.org.uk.)

All research must have been carried out with the approval of an appropriate ethics committee, and a statement to this effect must be included in the Methods section of the manuscript.

Authors are asked to complete the declaration of competing interests form (available at [link]) and include this as part of their submission. Authors are asked to declare any interest they may have, financial or non-financial, that may affect their interpretation of data or presentation of information. If no competing interests are declared, then a statement to this effect will be included in the manuscript.

All manuscripts submitted to *Cancer Imaging* will be subject to peer review.

Open access policy

Cancer Imaging makes the full text of all articles published more than 2 years ago open access, ie freely available to all. In addition, all editorials are immediately open access.

Authors of articles in the current volume may make their articles open access by paying an open access fee (currently GBP 350). This payment may be made online by going to <http://www.e-med.org.uk/securepayment.html> and selecting the option 'Author purchase open access for individual article'. Full details are given on the cover sheet that accompanies the article proofs.

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Online submission system

Articles should be prepared in Microsoft Word according to the guidelines detailed below and submitted online at www.editorialmanager.com/cancerimag.

Should you encounter any difficulties with the online submission system, then please contact the editorial office (email marie.bardsley@e-med.org.uk, tel. +44 208 8650 1434).

Through the online submission system, you will be asked to enter the title, abstract, authors, key words, select a subject classification, and then upload the manuscript file (please ensure the title, authors, abstract and key words are also in the manuscript file). Please note that figures and tables may be included in the manuscript file, or entered as separate files for each figure/table. The system converts the uploaded files into a combined pdf file for you to view and approve, or you have the opportunity to edit the submission as required. Upon approval, the submission is complete and the editor notified.

You may follow the progress of your manuscript during the peer review process by logging into the online submission system. Once a decision has been made on whether to publish your manuscript, you will be notified by email. Upon acceptance of a manuscript for publication in the journal, authors will be asked to agree to the terms of the copyright licence agreement.

Detailed guidance on manuscript preparation

Please construct the submission as follows:

Title Page: The title of the article, the names of all authors who have contributed to the article should be listed along with the name(s) and address(es) of the institution(s) where they work. The Corresponding Author's e-mail, postal address, telephone and fax number must be supplied.

Main Text document:

- **Key words:** Please include up to six key words
- **Abbreviations and acronyms:** Abbreviations and acronyms should be listed and defined. These should be used consistently and should be defined at first mention in the abstract and again in the main body of the text. Radiation and laboratory measurements should be given using the International System of Units (SI)
- **Abstract:** The abstract should state the objective of the work, summarize the questions to be answered and the key points that will be made. Abstracts should be one paragraph (200 words)
- **Introduction:** The introduction should state the purpose of the investigation and give a short review of the pertinent literature.
- **Materials and methods:** This section should be given in sufficient detail to permit repetition of the experimental work.
- **Results:** The results section should describe the outcome of the study. Data should be presented concisely as possible, using tables and figures where appropriate.
- **Discussion:** The discussion should be an interpretation of the results and their significance with reference to work by other authors. **The final paragraph should provide a concluding** interpretation of the results in terms of the original problem.
- **Acknowledgements:** Any grant that requires acknowledgement should be mentioned. The names of funding organisations should be written in full. In particular, authors must acknowledge those companies who have supported the department(s) where the work was carried out or may have sponsored the study in any way.
- **References.** Please provide key references to work mentioned in the article. The abbreviations used for the periodicals cited in the references should follow the style of *Index Medicus*. For journal articles, list surnames and initials of all authors when six or less, e.g. Harries SR, Fox BM, Williams MP. Nephrostomy failure due to tumour lysis syndrome. *Clin Radiol* 2000; 55: 152. Where there are more than six authors, you may use *et al*. For online articles, the volume, issue and page number may sometimes be replaced by the URL and Digital Object Identifier (DOI), which is usually at the top of the article. The example reference above may also be listed as Harries SR, Fox BM, Williams MP. Nephrostomy failure due to tumour lysis syndrome. *Clin Radiol* doi: 10.1053/crad.1999.0071, or Harries SR, Fox BM, Williams MP. Nephrostomy failure due to tumour lysis syndrome. *Clin Radiol* 2000; 55: 152, doi: 10.1053/crad.1999.0071.

- **Illustrations. Authors are encouraged to supply images that illustrate the key points of the article.** Each image be accompanied by a caption and submitted in digital form (as TIFF, JPEG or GIF files). **Please label one figure which may be used to illustrate the article.**
- **Permissions.** Authors must ensure they obtain permission from the copyright holder (usually the publisher or author) if they include in their manuscript any figures or tables that have been published elsewhere.
- **Review articles:** For regular issues of the journal, unless stated otherwise or advised by the Editor or editorial office, there is no word limit or limit on tables and figures.

Special issue (annual print issue)

Keynote Lectures should be 2,500 - 4,000 words including tables and figures. Each figure or table is the equivalent of 200 words.

Articles that contribute to a Focus Sessions or Workshops should be up to 2,500 words including tables and figures.

Abstracts should not exceed 400 words.

Illustrations should be provided in black and white where possible.

If your article does not adhere to these general guidelines, please contact Marie Bardsley (marie.bardsley@e-med.org.uk)