Information for Authors

The *Polish Journal of Medical Physics and Engineering* is an interdisciplinary journal which publishes original contributions in the areas of medical physics, biomedical engineering, dosimetry and radiation protection, involving new methods and techniques, clinical applications, technological developments, research studies and experimental science. Only contributions written in correct English will be accepted. Exceptional acceptance of articles written in Polish, with an English abstract, is possible under special arrangement with the Editor-in-Chief.

Contributions will be published in the following categories:

a) Scientific Papers,
b) Review Articles,
c) Communications,
d) Technical Notes,
e) Letters to the Editor,
f) Guidelines and other official publications of the Polish Society of Medical Physics (in Polish or English)

Style of manuscript

The manuscript should be prepared as rich text format (RTF) or MsWord (DOC, DOCX) file. Use double spacing throughout, including the reference section. Organize the manuscript in the order indicated below.

*The Title Page* should include:

a) full title of the article (up to 200 characters),
b) short title (up to 40 characters including spaces),
c) the authors' full names (first name, middle initial, surname) and affiliations,
d) acknowledgments of grant support and of individuals who were of direct help in the preparation of the study,
e) name of corresponding author with full address, telephone, fax number, and e-mail address.

Abstract and Key Words

The Abstract should have no more than 300 words. The authors should provide 5 Key Words below the Abstract.
Text
Papers should be arranged within sections and (optionally) one level of subsections. The following headings of the sections are recommended: Introduction, Material, Methods, Results, Discussion, Conclusions. Sections and subsections should have no numbering.

The authors must provide their text in correct English, otherwise it will not be reviewed by the editor, nor will he be responsible for the correctness of the language. Be sure of the nomenclature, spelling, grammar, punctuation, capitalization etc. Only standard abbreviations may be used without definition. Every effort should be made to avoid jargon, and to spell out all nonstandard abbreviations the first time they are mentioned.

Be sure that all tables, figures and equations are numbered according to the order in which they appear.

Tables
Tables and table captions should be inserted within the text. Tables should be editable, not inserted as graphics.

Figures
Figures and figure captions should be inserted within the text or at the end of the text. For typesetting purposes all figures should be also included as separate graphic files (e.g. JPG, TIF, EMF, BMP), not inserted in the text. Graphic files should be named with figure number.

Equations
Equations should be editable (e.g. composed using Microsoft Equation), not inserted as graphics.

References
References should be listed in the order in which they are first cited in the text and numbered with Arabic numbers. The reference should include the full list of authors and authors' initials (if there are more than four authors, list only three followed by "et al"), full title of the paper, the used abbreviated title of the journal, year of publication, volume number, issue number, and first and last page number as in the following example:

For details see samples of references formatted according to ICMJE Recommendations: https://www.nlm.nih.gov/bsd/uniform_requirements.html.

References should be identified in the text by numerals typed in parentheses e.g. [1]. The authors are responsible for the accuracy and completeness of the references.

**Manuscript submission**

The manuscripts have to be submitted electronically to editor@pjmpe.edu.pl.

**Documents accompanying the submitted manuscript**

The accompanying correspondence should include:

a) a cover letter including the title, authors, address, phone, fax numbers and e-mail of the author to whom correspondence should be sent,

b) the authors' statement that the article has not been previously published, except in abstract form and that it is not being simultaneously under consideration by any other journal,

c) copies of any published reports that may duplicate material in the submitted manuscript,

d) written permission of the author(s) and publisher(s) to use any published material (figures, tables or quotations of more than 100 words),

e) information (title, city, data) of the conference at which any part of or the complete material had been presented,

f) optionally - names of potential referees and their e-mail addresses.

Please attach all above-mentioned documents and scan copies of signed documents together with the manuscript submitted.

**Copyright**

Once the manuscript is accepted for publication, the publication agreement must be signed by the authors, scanned and send the editor.