



# FINAL PROOF READING GUIDELINES

## BIOMEDICA

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Proofreading is the last line of defense for quality control in print and online publishing. A final copy of the manuscript, or proof, is examined by authors mainly followed by the copy-editors, if needed. The proofreader's job is to check for quality before the article goes into mass production. He or she takes the original edited copy and compares it to the proof, making sure that there are no omissions or missing information. In addition he/she may also highlight any missed errors that may help in improving the quality of the manuscript.

### **GRAMMATICAL, PUNCTUATION, SYNTAX & SPELLING ERRORS:**

Non-standard abbreviations, grammatical, punctuation, syntax and spell-checks to be cautiously evaluated throughout the document.

### **TITLE**

All words in Title case except the connecting words like and, of, on, in...

No abbreviations except names of genes or receptor names or very common terms like WHO, ELISA, PCR....

### **ABSTRACT: (All subheadings in title case)**

**Background and Objective(s):**

**Methods:**

**Results:**

**Conclusions:**

**Keywords:** 4-6. Each word starting with Capital letter, words separated by commas

### **MAIN ARTICLE: (All subheadings in CAPS)**

**INTRODUCTION:** Please check the references given by name in text are the same in bibliography too. Like if author states that

**Example 1:**

*Ahmed et al.<sup>13</sup> states that .....in patients.*

Please check that reference 13 is Ahmed in the REFERENCES list too.

*Ahmed et al.<sup>13</sup> states that .....in patients.*

**Example 2:**

*In a study conducted at Saudi Arabia TNF alpha .....by ELISA.<sup>8</sup>*

Please check that reference 8 in the REFERENCES list is from authors from Saudi Arabia as it

has happened many times that in text, authors refer a country whereas the reference to that text is mismatched (entirely from different people/country).

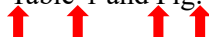
*In a study conducted at Saudi Arabia TNF alpha .....by ELISA.<sup>8</sup>*

**METHODS:** Company name (with or without catalogue) whose equipment/ machine/ tool/ kits/reagents etc. are used should be mentioned. References to standard guidelines, protocols, procedures used should be given.

**STATISTICAL ANALYSIS:** A separate heading is mandatory. P value should be written with exact value like P=0.321. P>0.05 or P<0.05 may not be used.

**RESULTS:** Captions are always below the figures while headings of tables are always above the table. Wherever table or figure is mentioned in text, it should be written with a dash (-) after Table while colon (: ) after Figure. Both T (Table) and F (Figure) should be in CAPS letter.

**Example:** Table-1 and Fig: 1.



Calculations and number values (n) may be correct at all places.

**DISCUSSION:** Same examples as in INTRODUCTION. Avoidance of personal pronouns like “we” “us” “our”. Instead terms that can be used, “the present study, the current study, study under discussion” etc.

**Example:** Results of Sokhran et al (2018) are in concordance with our study as the mean age that we reported is similar to their study.

Results of Sokhran et al (2018) are in concordance with the present study as the mean age reported in this study is similar to their findings

**CONCLUSION:** Separate heading is MANDATORY.

## **SEQUENCE OF HEADINGS AFTER CONCLUSION** (All headings in CAPS)

**LIMITATIONS:** including 1-2 lines of future recommendations



**AUTHOR'S CONTRIBUTIONS** to be written using ICMJE phrases only like;

- Conception and design,
- Data acquisition and/or analysis and/or interpretation
- Drafting the article and/or revising it critically for important intellectual content
- Final approval of the version to be published



**ACKNOWLEDGEMENT:** No S after ACKNOWLEDGEMENT. ACKNOWLEDGEMENTS → WRONG



**CONFLICT OF INTEREST:** to be written shortly as “None to declare”



**FINANCIAL DISCLOSURE:** to be written shortly as “None to disclose” OR “This study was funded by.....(name of funding source- if organization, then its country is mandatory like University of Health Sciences, Lahore, **Pakistan**)”

## **REFERENCES**

(Vancouver style of referencing is suggested)

1. Use et al after 06 authors. Add coma after last author and then write et al.

**Example:** Bizzell E, Sia JK, Quezada M, Enriquez A, Georgieva M, Rengarajan Jet, al.



2. Title of article after authors names should be in Sentence case i-e only first letter of first word will be capital, later all words will start from small letters unless it is a noun/name/abbreviation.

**Example:** Bizzell E, Sia JK, Quezada M. Adipose tissue regulates pulmonary pathology during TB infection.



3. Journal name should be in NLM abbreviation format ONLY with no dots in between except after last word of journal name. In addition, every word of journal name should start with a capital letter.

**Example:**

Cell Mol Immunol. → RIGHT  
Cell. Mol. Immunol. → WRONG  
Cell mol immunol → WRONG

4. No months to be mentioned after issue number

**Example:**

Cell Mol Immunol. 2017;2(12) Feb:23-32 → WRONG  
Cell Mol Immunol. 2017;2(12):23-32 → RIGHT

5. Page numbers are to be given as:

**Example:**

21-9, 225-8, 247-51, 1443-52 → RIGHT  
21-29, 225-228, 247-251, 1443-1452 → WRONG

6. In case of online links used, it is MANDATORY to mention underlined terms below

“Available online at: https://..... (Last accessed in June, 2019)” Punctuation marks to be followed.

**Example:**

WHO Tuberculosis report. <https://www.who.int/tb/TB-report-App/en/> → WRONG

WHO Tuberculosis report. Available online at: <https://www.who.int/tb/TB-report-App/en/>. (Last accessed in June, 2019) → RIGHT

## ATTEND TO FORMAT

Proofreading isn't just about reviewing the text. Make sure that the document design adheres to established specifications of the journal. Check page numbering, column alignment, relative fonts, sizes, and other features of standard elements such as headlines, subheadings, captions, and footnotes. Inspect each type of feature within categories, such as looking at every headline, then every caption, and so on.