

## ENGLISH Publishing instructions

1) The Journal will accept manuscripts from national and foreign professional of infirmary and other similar subjects.

2) The Journal will accept for publication manuscripts written in English, Portuguese and Spanish.

3) The manuscripts will be about scientific themes on infirmary assistance, teaching and investigation and similar subjects. The Scientific Council and the Editorial Council will accept other manuscripts considered interesting for the scientific infirmary community.

4) The manuscript must be original and they must not be published in other previous edition forms (printed or electronic).

5) Concepts, ideas and opinions emitted in the manuscripts as well as the exactness, adequacy and origin of bibliographical citations are of entire responsibility of the authors, not reflecting necessarily the position of the Journal's Publishing Council.

6) The total and / or partial reproduction of the articles of the RUE will be able to be realized mentioning the source.

7) The authors will have to send attached to the manuscript a responsibility statement on the subject and the transfer of the copyrights according with the model form annexed, signed by all the authors.

8) Each manuscript will be forwarded for review an appraisal by three consultants from the Scientific Council, researchers that have a established competence in the manuscript's knowledge area, a process in which secrecy and anonymity for authors and consultants will be adopted.

After, the manuscript will be classified as one of the following:

- Manuscripts approved without requirements.
- Manuscripts approved with requirements (the author(s) must receive them in writing to carry out its resubmitted to the Journal).
- Refused manuscripts with justification in writing.

9) The Editorial Council of the Journal has full authority to decide about the selection for the publication of the manuscripts, when they present the requirement for evaluation of the scientific merits. Considering the manuscript originality, priority, opportunity, clarity and knowledge of relevant literature and appropriate definition of

the subject studied. The Editorial Council may introduce occasional alterations for standardization purposes, according to the Journal's editorial parameters.

10) The author(s) who present researchs in which human beings were involved must present attached a document signed by all the participants. This document will be kept in strictes confidence by the Editorial Council.

11) The manuscripts will be presented according to the following rules:

- Each manuscript will be sent to the Journal's Director typed in word processor *Word for Windows* version 98 or later version, using the font *Times New Roman* or *Nimbus Roman N°9 L*, size 12, interline 1,5.

- The pages must be numbered with Arabic numbers from Introduction to Conclusions. The Abstract and bibliographic references pages mustn't be numbered.

- The body of text must present the titles of each section in small black letters situated at the left of the pages and numbered successively with Arabic numbers.

- The italic words must be used to point out important aspects of the text as author's quotations, statements, interviews, relevant words or expressions and foreign words.

- The author(s) must send one electronic copies of the manuscript for the e-mail of the RUE: [rue@fenf.edu.uy](mailto:rue@fenf.edu.uy)

- The tables, graphs, figures, photos and other illustrations must be presented in separated files with its own inscriptions and numbered successively with Arabic numbers. They mustn't be more than six. They must be sent separately using *Word* or *Excel* for tables and graphics. For illustrations extracted from other previously published works, the author(s) will have to forward attached written permission from those responsible for the original publication. The photos will have to prevent the identification of people or the authors must present specific written permission for their publication.

12) Each manuscript will be structured as following:

- **Face page:** full title of the work with up to 15 words, version of the complete title in English, Spanish and Portuguese; full name of each author, followed by degree, job, name of the institution of actual job; of all the authors for making contact with the editor including telephone and e-mail.

- **Summary page (Abstract) and describers:** summary with up to 250-300 words for

manuscripts of research, reflection, essays, thesis, experience reports, reviews, biographies, interviews and student page. In the abstract must be included: manuscript purposes, methodology, the most relevant results and conclusions. It must go with 3 or 5 descriptors (key words) in English, Spanish and Portuguese. The descriptors or key words are basic for the thematic classification of the manuscript in national and international databases. After the selection of 3 or 5 descriptors, its existence in Portuguese, Spanish and English must be confirmed by the author(s) of the manuscript in the electronic address <http://decs.bvs.br> (Descriptors in Health Sciences-Bireme).

- **Introduction:** In it the author(s) must define the objectives of the manuscript, the justification and the most relevant aspects of the study.

- **Text:** it must be structured with a logic sequence, organized in different sections and considering conclusions in accordance with the manuscript.

- **Bibliographic references:** they must be in accordance with the "Vancouver" style:

a) the references will be correlative numbered according to the order in which they appear in the text.

b) tables and texts will be numbered with Arabic numbers in brackets.

c) the references that appear only in tables, graphs, and other illustrations must be presented in sheets of paper separated from the text, numbered consecutively with Arabic numbers, in the order where they are cited in the text.

**Examples:**

**Magazines articles:** the name of the first six authors (surname and initials of the first name) must be included and next added *et al.* Title of the article. Magazine name abbreviated, year, month, volume, pages (Ex.: Ann. Intern. Med 1996 Jun 1; 124 (11): 980-3).

**Books:** Authors (surname and initials of the first name). Title of the book, edition number, city, country, publisher, year. (Ex. Ringsven MK, Bond D. Gerontology and leadership skills for nurses. 20 ed. Albany (NY): Delmar Publishers; 1996).

**Informatic:** Author (surname and initials of the first name) Title. Originated in (article on line, monography in CD-ROM), year, month and page in which it appears. (Ex.: Morse SS. Factors in the emergence of infectious diseases. Emerg Infect Dis (serial on line) 1995 Jan-March (5 Jun 1996); 1(1).

In: <http://www.cdc.gov/ncidod/EID/eid.htm> (Ex.: CDI, Clinical dermatology illustrated

(monography in CDROM) Reeves JRT, Multimedia Group, producers. Version 2.0 San Diego: 1995).

If the manuscript is a research or thesis summary one must add the following to the three first points (Face Page, Summary, Introduction):

**Method:** the author(s) must describe the method used, population studied, procedures and type of analysis used.

**Analysis and results:** the author(s) must point out the most relevant observations and results that he finds during the study.

**Discussion:** the author(s) must interpret the results in accordance with the theories used.

**Conclusions:** the author(s) must point out the final considerations in accordance with the purposes and the discussion.

**Bibliographic references:** they must be in accordance with the "Vancouver" style.

**Annexes:** they must be used when they give essential information to the manuscript comprehension. They could include tables, graphs, photos, illustrations and diagrams.

13) Categories of manuscripts: each manuscript will develop in accordance with the items 10 and 11 of this rule.

- **Editorial:** contemporary subject of Nursing or related areas or still, on the thematic of the respective volume. The selection of the Editorial's authors is responsibility of the Editorial Council of the Journal.

- **Research:** report of a study of empirical or experimental nature, original, and concluded of Nursing or related areas, according to scientific methodology, whose results can be reproduced and/or generalized. It is recommended to adopt the conventional structure containing: (a) Introduction (b) Method (c) Discussion (d) Conclusions. The manuscripts will be able to have up to 30 references and 20 printed pages.

- **Reflection:** analysis of theoretical aspects and/or construction of concepts and/or theoretical constructions of the Nursing or related areas deriving from reflective process, discernment and of thoughtful consideration of the authors, that it will be able to contribute for the deepening of professional subjects. The manuscripts will be able to have a maximum of 15 references and 20 printed pages.

- **Essay:** critical and original interpretation of questions related to the care practice, education, research and continued education of the Nursing or related areas, that contribute to the deepening of the knowledge of Nursing and the improvement of the profession. The manuscripts will be able to

have up to 15 references and 20 printed pages.

- **Case studies:** refer to the description of experiences of care, education, research and continued education in Nursing or related areas, to disclose unknown and original aspects that are involved. The manuscripts of case studies will be able to have up to 15 references and 15 printed pages.

- **Critical review:** evaluation, critical and systemized presentation of the scientific evolution of a subject of the Nursing or related areas based on literature considered pertinent and relevant. The delimitation of the subject and procedures adopted will have to be described and the interpretation of the author(s) and the conclusion must be present. The critical review manuscripts will be able to have a minimum of 10 and a maximum of 30 references and up to 15 printed pages.

- **Biography:** consists of the history of the life of a person who has contributed with the Nursing or related areas. The biography manuscripts will be able to have up to 10 references and 15 printed pages.

- **Nursing history:** report of relevant facts for nursing history. The history manuscripts will be able to have up to 10 printed pages and 20 references.

- **Review:** critical synthesis or critical analysis - interpretive focused on the content of published work in printed or electronics form in the last two years. The summary manuscripts will be able to have up to 03 printed pages.

- **Summary of dissertation or thesis:** space destined for spreading concluded dissertations and thesis involving aspects of the Nursing or related areas presented in the last two years. The summary manuscripts must have up to 20 printed pages having a limit of up to 20 bibliographical references.

- **Page of the student:** space destined to the

publication of the production of undergraduate students of Nursing or of another discipline under orientation of qualified professor, who could be also author of the manuscript. The manuscripts of page of the student may have up to 10 references and 10 printed pages.

- **Page of the Postgraduate Student:** works and communications made during the course of specializations, masters and doctorate degrees. The manuscripts may have up to 10 references and 20 printed pages.

- **Interview:** carried out with authorities, specialists or researchers, who contributed with consistent and substantive positions for the development of the Nursing, of a determined sub-area of the Nursing or related areas. The interview will have to be focused on a relevant subject for the care, education, research and continued education. The interview manuscripts may have up to 10 printed pages and up to 05 references.

- **Scientific works:** papers which because of its characteristics of scientific rigour, systematisation, aims, subject of study, methodology, and structure, could be considered scientific studies but they do not adjust exactly to the Magazine's categories. They must have up to 20 printed pages and 20 references.

- **Brief communication:** original work containing new and relevant data to Nursing or related areas, configuring itself as points of view, case studies, technical inform-institutional and research notes (up to 04 printed pages and 10 references). The brief communications also may consist of inaugurations or publication indications and events.

- **Letter to the editor:** correspondence directed to the editor about a manuscript published in the Magazine in the last year, research reports or significant findings for Nursing or related areas. The manuscripts of letter to the editor must have 01 printed page.