

# Guidelines for Authors

1. The editors of the *Art of Healing* accept for publication works from such branches of science as medicine, psychology, sociology, philosophy, nursing, obstetrics, physiotherapy, emergency medical services and education which deal with promotion of healthy lifestyle, psychosocial aspects of diagnosis and treatment and widely understood medical care. The editors accept original works (theoretical ones, research papers, clinical studies, experimental works) as well as the descriptions of the cases and research reports, reports from the scientific congresses held locally and abroad, posthumous memoirs, statements, book reviews and letters to editor.
2. The *Art of Healing* consists of the following sections: 1) Theoretical and review articles. 2) Empirical studies and research reports. 3) Reviews and reports. 4) Letters to editor, polemics and memoirs.
3. The content of the work should be divided into following parts:
  - in the empirical studies: introduction, the objective of the work, the description of the researched group, the method and the tools, results, discussion and conclusions;
  - in the theoretical studies: introduction, the objective of the work, the main body and the conclusions.
4. The first page of the work should be prepared according to the following instructions: First name and last name of the Author (Authors), affiliation (workplace: university, department or faculty, clinic), the title of the article (in bold, font size 14) and the title in English. At the bottom of the first page the following details should be included: the address for correspondence with the Author's first and last name preceded by the degree, the address and postal code, e-mail address (optionally telephone number – only for the editors' knowledge – to make communication easier) and information on the sources of financing of the publication, the contribution of scientific and research institutions, associations and other entities. If it does not exist, enter: "no sources of financing".
5. Together with the text the Author should submit the abstracts in Polish and English (not more than 150 words). We also ask the Authors to include 3 to 5 keywords in Polish and English connected with the content of the work. The work/article should be completed with the bibliography, arranged in alphabetical order according to the Authors' last names and according to the rules included in point 8.
6. The total volume of the work, together with the illustrations, tables, bibliography and abstract, should not exceed: for research works 14 pages, for review 16 pages of standardized typescript A4.
7. The editors publish texts sent in electronic form (to the editors' e-mail address) as Word documents. We ask the Authors to use the following parameters: font Times New Roman 12, double line spacing, no text justification. Highlighted parts of the text should be done by italicising or/and bolding (do not underline or space out letters). The editors adapt the form according to the uniform graphic style of the magazine. Illustrations (Fig. 1) and tables (Table 1) will be reproduced in the form in which they were sent, after being adapted to the format of the magazine. Please, pay special attention to the quality and accuracy of the illustrations, tables and charts and the attached descriptions and legends. Do not fill the graphs with colours but only shades of grey or black and white patterns. The titles and subtitles should be typed in lowercase (no caps). In numbers decimal places should be separated with commas, not full stops. The graphic elements of the text described here should be placed at the end of the work (after bibliography) or in a separate file with the indication in the text where they should be pasted.

8. The editors ask to include the list of only these sources that are quoted in the article in the alphabetical order while the text should include the author (authors) and the date of publication in a parenthesis e.g.: (Strelau, 2003). If the Author includes a direct quote, they should also include the number of the quoted page, e.g. (Strelau, 2003, 58). Each item in the bibliography should be written in a new line. Each item in the bibliography should include:
  - in case of the articles: last names of the authors and the first letters of their first names, the year of publication (in parenthesis) (full stop), the title of the article (full stop), *the title of the magazine* (comma), volume, number, first and last page, e.g.: Starosta W., Kowalski J. (1995). The significance of physical activity in staying healthy and improving one's health. *Promotion of Healthy Lifestyle, Social Sciences and Medicine*, 5–6, 74–87.
  - in case of compact publications: the last name of the author(s), the initials of the first names, the year of publication (in parenthesis) (full stop), the title (full stop), the place of publication (colon), publishing house, e.g.: Staquet M.J., Hays R.D., Fayers P.M. (1998). *Quality of life assessment in clinical trials*. Oxford, New York, Tokyo: Oxford University Press.
  - in case of compact publications in collected editions: the last name of the author, the initials of the first names, the year of publication (in parenthesis), the title of the work (full stop), the last names and the initials of the first names of the editors (ed.) – in parenthesis (comma), *the title of the collected edition* (full stop), the place of publication (colon), publishing house (comma), e.g.: Berzon R.A. (1998). Understanding and using health-related quality of life instruments within clinical research studies. Staquet M.J., Hays R.D., Fayer P. (ed.), *Quality of life assessment in clinical trials*. Oxford, New York, Tokyo: Oxford University Press, 3–15.
9. If the text includes footnotes, they should be placed at the bottom of the page they refer to.
10. The Author should also submit a written statement that the work has not been published elsewhere or sent for print in another magazine and a statement about an automatic and free of charge transfer of copyrights related to the publication and distribution of the materials sent (in any forms known and in any fields of exploitation) to the publisher (according to article 50 of the Act of 4 February, 1994 on Copyright and Neighbouring Rights, including multimedia technologies and ICT distribution), on the condition that the work is accepted for publication.
11. After sending the work, the Author receives an e-mail confirming the fact that the editors received the work which does not mean that it has been accepted for publication.
12. Each work is reviewed by an internal reviewer and then by two anonymous reviewers. When the opinion of both reviewers is positive and, if necessary, after some corrections made by the Author, the text is accepted for publication.
13. The Authors are obliged to reveal any financial obligations or connections with the companies whose product plays an important role in the work. The text of research, clinical or experimental study should include information about the informed consent of people who participated in the research or experiments together with the relevant decision of the ethics committee. The Author of the text holds the responsibility for the reliability of the information given. The editors are not responsible for the views and beliefs presented by the Authors.
14. The editors inform that "ghostwriting" and "guest authorship" are treated as a sign of scientific misconduct.
15. The editors reserve the right to make stylistic corrections and shorten the text if necessary without consulting the Author.
16. The articles in the *Art of Healing* are published for free.