

Instructions for authors

Scope of journal

Swiss Sports & Exercise Medicine (SSEM) is the official journal of the Swiss Society for Sports Medicine (SGSM) and publishes articles in English, German, Italian or French from the very varied fields linked to sports medicine: clinical information, original investigations in sports science, exercise medicine, physical activity promotion or sports orthopedics and traumatology. It is published quarterly, freely available online at www.sgsm.ch/publikationen/zeitschrift-sgsm/ and contains a mix of original, review and opinion articles, in addition to shorter sections like case reports or clinical practice examples, short communication or letters to the editor. Its main goal is to inform medical practitioners in the field of sports & exercise medicine on current trends and evolution, as well as established best practices.

Editorial Board

Editor-in-chief:

Dr Boris Gojanovic, Meyrin (GE)
editor@sgsm.ch

Editors:

Dr André Leumann, Basel
Dr Matthias Wilhelm, Bern
Dr Patrick Vavken, Zürich

Facts and Readership

SSEM is delivered in majority to the members of the SGSM, which comprise medical practitioners specialized or interested in sports & exercise medicine, and a minority of other professionals in sports science or sports physiotherapy.

A total of 1'100 journals is printed.

The journal appears quarterly.

Formatting

Manuscript : It should be in Word format (.doc, or .docx) A4 with 2cm margins, 1.5 line spacing, Arial size 12, line and page numbering (at the bottom right corner). Length should not be more than 15'000 characters (spaces included, abstract and references and practical implications not included).

Tables: are to be submitted in .doc format.

Figures: should be submitted as high quality .jpeg or .tiff files (minimum resolution 300 dpi), or alternatively as high-resolution .pdf file. It should be signaled in the text where the tables and figures are best to appear (insert: "**** Table 1 here****" or "**** Figure 2 here****"). Please provide a separate .doc file with table and figure captions (captions should not be present on figure files).

Photos: are welcomed and appreciated. Please provide authorization for publication if an identifiable person appears, mention source of image and copyright for publication. There should be a **minimum** of two figures or photos per manuscript submitted.

Papers can be submitted in English, German or French.

Submission of manuscripts

Manuscripts are to be submitted to the editor in charge via email (editor@sgsm.ch), or another pre-specified address in case the author has had contact with a specific editor. A **cover letter** should be attached, in which the authors should state that the manuscript has not been accepted for publication (or published) elsewhere. The homepage of the Swiss Society for Sports Medicine (www.sgsm.ch) allows authors to download freely previously published manuscripts as examples.

Original articles submitted to SSEM undergo first an evaluation by the editor in charge, and provided the manuscript is adequate in scope, format and of sufficient quality, a **standard peer-review** process is initiated. The author receives the comments of the reviewer(s) usually within 4 to 6 weeks.

Manuscript sections:

- Title page: names of authors (first name, middle name or initials, last name), affiliation, email, phone number, function and/or academic title. Title: maximum 100 characters (spaces included), bold, size 14 Arial, if there is subtitle, then italic.
- Author photo: the 1st author is to submit a high quality portrait photography (colour or greyscale), which will appear on the 1st page.
- Abstract: in same language as text, English in addition if text in German, Italian or French. 200 words maximum. Three to six keywords not used in the title should also be provided.
- Introduction: Should be comprehensible to the general reader, state the purpose of the paper and provide relevant context to support it. Do not exhaustively review the literature.
- Methods: sufficient information in the text or by reference to permit work replication without the need to communicate with the authors. Information on subjects (inclusion & exclusion criteria, consent), measurement tools and methods (manufacturer, location, country), protocols (detailed training or chronological description of intervention), along with type of statistical tests used and their interpretation criteria.
- Results: only the objective results should be presented, in order of importance, without comments or discussion elements. Only the data relevant to the study question should be presented. A set of data is only presented once, either in the text or in tables. Each table (Tab.1) or figure (Fig.1) is referred to in the text.
- Discussion: it should include the following:
 - o Detailed answer to the research question.
 - o Interpretation and comments on all findings presented in the “results” section (on these only).
 - o Limitations section.
 - o Relevance of the study in the clinical/sporting setting, and importance of further research in this field.
 - o Short conclusion answering the research question and main finding.
- Acknowledgments, conflict of interest and funding: authors must state all possible conflicts of interest in the manuscript, including financial, institutional and other relationships that might lead to a conflict of interest. If there is no conflict of interest, this

should be stated as *none declared*. All sources of funding must be acknowledged at the end of the manuscript.

- Practical implications:
 - o 2 to 4 short points the reader can take home, and that are practically relevant in sports and clinics.

References

- References must cover all relevant sources, which must also appear in the text.
- References should follow the **Vancouver** format and be numbered per order of appearance in the text.
- If more than 6 authors present, the first 6 must be listed, followed by “, et al.”

Journal article:

1. Gojanovic B, Welker J, Iglesias K, Daucourt C, Gremion G. Electric bicycles as a new active transportation modality to promote health. *Med Sci Sports Exe.* 2011;43(11):2204-10.

Book chapter:

1. Boutellier U, Spengler CM. Sport- und Arbeitsphysiologie (Kapitel C-13). In: Lehrbuch Vorklinik, R.F. Schmidt und K. Unsicker (Hrs.), Deutscher Ärzte-Verlag, Köln;2003, p437-451.

Book:

1. Stein SK. Calculus and analytic geometry. McGraw-Hill, Book Company, New York, 3rd edition;1982.

Website:

(Author. *Title*. url. (accessed..))

1. Karolinska Institutet, Sweden. *International Physical Activity Questionnaire*. <http://www.ipaq.ki.se/ipaq.htm> (accessed 6 June 2010).

Abbreviations

Authors should limit use of unusual abbreviations. Each one must be defined when first introduced and then used with consistence. The abstract, tables, figures and text are considered as separate entities, which each require definition of any abbreviation used.

Manuscript types

- 1. Original or review article:** see guidelines above for formatting.
Maximum 15'000 characters (spaces included, not abstract and references).
- 2. Opinion editorial (Op-ed):** comment on a topic currently debated and related to sports medicine. This is a format which allows the author to express an opinion. The Op-eds are reviewed before publication.
Title maximum 150 characters (spaces included).
Maximum 800 words, 5 references, 1 figure or table. Author photo must be submitted as well.
- 3. Short communication or masters' thesis (4 pages):** this format is for original data communicated in a shorter form as the full original article.
Title maximum 150 characters (spaces included).
Maximum 1'200 words, minimum of 1 figure/table, maximum of 2. Maximum 20 references. First author photo. Mandatory box with 2 to 4 key points from the study relevant to sports & exercise medicine (each point can be a maximum of 150 characters (spaces included)).
- 4. Clinical case (2 to 3 pages):** describe a clinical case which discusses a complex or unusual situation. It should be structured with the following sections:
 - Case history and clinical elements (examination, initial laboratory, imaging and functional tests).
 - Differential diagnosis: comment on each proposition in light of the case presentation. Present arguments for and against, and which further tests might be useful to advance.
 - Additional tests and their results.
 - Final diagnosis: 1 sentence.
 - Management and discussion.Images to illustrate the case are necessary, up to 4 images and up to 2 tables. Maximum 10 references, with focus on consensus statements, position stands, clinical guidelines and key articles. Maximum 2'000 words.
- 5. Image in sports medicine (1 page):** 1 image is presented, it may be an imaging study (a mosaic of 2 to 4 imaging views is possible), a

photography of a lesion, an EKG, a spiroergometry curve, or similar.
One text section describes the clinical situation, presenting all the relevant information to make the diagnosis. The diagnosis is revealed at the bottom of the page.
Maximum 300 words.

6. Social corner: this section aims to present places and people that contribute to sports & exercise medicine worldwide, and in Switzerland as well. It also offers the possibility to communicate on sports medicine internship or fellowship positions in Switzerland or abroad. Maximum 300 words, 1 figure is possible, but it is not an advertisement. The editorial board reviews all propositions.

7. Letter to the editor (1 page): comment or response to a published article, or a topic of regional/national interest in the Swiss sports & exercise medicine community.
Title maximum 150 characters (spaces included). Maximum 600 Words, 5 references, 1 table or figure. First author photo.

Peer-reviewing

Articles submitted to SSEM undergo an open **peer-review** process, which means that authors and reviewers are not blinded.

Open publishing policy

Articles in SSEM are published on the Swiss Society for Sports Medicine website, www.sgsm.ch, and are open access with no additional charges for the authors. Each accepted article is first made available online before eventually appearing in print. Some articles may be available online only, due to the limitations inherent to our four print issues per year.