

Veterinary Pathology: Instructions to Authors

Contents

Submission and Evaluation of Manuscripts	3
Editorial Policies	3
Scope.....	3
Ethical Treatment of Animals.....	4
Duplicate or Related Publication, and Plagiarism	4
Publication of Reprinted Material	4
Conflict of Interest Policy: Authors	4
Conflict of Interest Policy: Reviewers	5
Exclusive License to Publish	5
General Information for All Types of Manuscripts.....	5
Margins and Fonts.....	5
Arrangement of Sections	5
Use of Case Numbers	5
Citation of Figures and Tables, and Use of Footnotes and Parenthetical Remarks	5
Abbreviations and Nomenclature	6
Title Page.....	6
Abstract.....	6
Keywords	6
Tables	7
Figures.....	7
Figure Legends.....	8
References	8
Supplemental Materials	9
Types of Manuscripts	9
Full Length Manuscripts	9
Brief Communications and Case Reports	10
Reviews	10
Letters to the Editor	11
Perspectives	11
Page Proof Corrections.....	11

Veterinary Pathology: Instructions to Authors

Text of the manuscript: key points

- Microsoft Word file, Arial 12 point font, left-justified, 1 inch margins on all side, double-spaced, number every page, no line numbering
- Full-length manuscripts: Title page, Abstract (≤ 250 words), Keywords ($n=8$, use MeSH terms), Introduction, Materials and Methods (include statement on ethical treatment of animals when relevant), Results, Discussion, Conclusions, Acknowledgements, References, Figure legends. Submit Tables as separate files.
- Brief communications and case reports: Abstract (≤ 150 words), Keywords, Body of the text (< 1700 words), Acknowledgements, References ($n \leq 10$), Figure legends.
- Number cases starting with case No. 1
- Cite figures and tables in the order they appear in the text
- Title page: informative and descriptive title, authors names, institutions, contact information of corresponding author
- Copying material from other manuscripts, including the author's own work, constitutes plagiarism and is unacceptable

Reference format: key points

- In text citations are listed in superscript after the punctuation as shown.^{1, 2-4, 8}
- Arrange the list of references alphabetically, numbered consecutively
- Journal, ≤ 6 authors: Holman RT, Wiese HF, Smith AN. Essential fatty acid deficiency. *Am J Pathol.* 1976;95(3):255–257.
- Journal, > 6 authors: Ortega J, Uzal FA, Walker R, et al. Zygomycotic lymphadenitis in slaughtered feedlot cattle. *Am J Pathol.* 2009;47(1):108–114.
- Book chapter: Sligh EG. Neutral lipid storage disease. In: Dyer WJ, ed. *Biochemistry of Lipids.* 5th ed. London, UK: Academic Press; 1956:471–476

Figures: key points

- Number each figure separately (1, 2, ...), except for figures showing different staining methods on the same sample (1a, 1b).
- Label each figure with the figure number: lower left corner, white, 14-point Arial font, no border
- Save images at 300 dpi, 90 or 180 mm wide, TIF files in IBM PC format
- If appropriate, group photos as a rectangular plate 180 mm wide and ≤ 210 mm high (such as a plate 2 photos wide x 3 photos high), with no space between photos
- Exclude scale bars (except from electron micrographs)
- Typical legend format: Figure 1. Diagnosis, organ or tissue, species, case number. Sentence description. Staining method. Group similar figures to avoid repetition of content.

Submission and Evaluation of Manuscripts

SAGEtrack is the online manuscript tracking system provided by SAGE Publications. All aspects of the review process are carried out online within this system. To submit an article, please go to the journal's SAGEtrack website at <http://mc.manuscriptcentral.com/vetpath>.

If you do not have access to the necessary resources for online submission, please contact Jill Findlay, Managing Editor (vetpathjournal@outlook.com).

Authors are urged to consult a recent issue of the journal and follow the style therein, as this follows the 10th Edition of the AMA Manual of Style. *Veterinary Pathology* will also review, if suitable for consideration, manuscripts prepared according to the Uniform Requirements for Manuscripts Submitted to Biomedical Journals (*Annals of Internal Medicine* 336:309–315, 1997). Please indicate in your cover letter and as a footnote on the title page of your manuscript that you have prepared your manuscript in the Uniform Requirements format. Only original papers written in American English will be accepted.

Manuscripts submitted to *Veterinary Pathology* are evaluated by the editorial staff. If the manuscript is potentially suitable, peer reviewers are normally selected by the Associate Editor. Authors may provide the editorial staff with a **list of suggested reviewers** for their work, and may request that specific individuals be excluded as reviewers.

Acceptance of a manuscript for publication is determined by the Editor and Associate Editor based on the peer review, scientific merit and value to readers. In exceptional cases, this decision is made in consultation with other editorial staff and/or the Editorial Board. Appeals of decisions should be directed to Managing Editor (Email: vetpathjournal@outlook.com). In general, **editorial decisions** are as follows:

- Accept. The manuscript is acceptable in its present form, and no further changes are possible apart from minor corrections on the publisher's proofs.
- Accept with minor revisions. The manuscript is not acceptable in its present form, but shows considerable promise if the authors can respond adequately to the points raised by the reviewers and editorial staff. In

general, minor revisions are modifications of the text of the manuscript and would require little or no further experimental or laboratory work.

- Accept with major revisions. The manuscript is not acceptable in its present form. It is uncertain whether the manuscript will be acceptable or not. In general, major revisions are considered to require additional experimental or laboratory work, or extensive revision and refocusing of the manuscript.
- Reject. The editors consider that the content or scope of the manuscript is not suitable for publication in *Veterinary Pathology*. Re-submission is not encouraged unless there is considerable new data that address the reasons for rejection.

When **re-submitting a manuscript**, changes in the manuscript must be indicated in **red font** (enabling editors and reviewers to readily identify the alterations in the manuscript). Authors must include a **rebuttal letter** that addresses each of the reviewer's and editor's comments, in order. Reviewer's comments should be taken as constructive criticisms by experts in the subject area, and reviews lead to substantial improvement in the quality of scientific manuscripts. Nonetheless, it is worth noting that authors are not obliged to make changes as suggested by the reviewers, if a compelling rebuttal or counter-argument can be stated. After one or more reviews of the manuscript, the editorial staff will decide if the reviewer's comments have been satisfactorily addressed.

Editorial Policies

Scope

Veterinary Pathology publishes basic and applied research involving domestic, laboratory, and zoo animals, wildlife, poultry, and other animals. The scope of the journal includes novel descriptions of pathologic changes and clinical-pathologic correlations for natural and experimental diseases of animals, investigations of the molecular and cellular mechanisms of disease (general pathology) and other aspects of pathogenesis, descriptions and use of animal models of human disease, and studies of pharmaceutical and environmental hazards.

Veterinary Pathology is the official journal of the American College of Veterinary Pathologists, the European College of Veterinary Pathologists,

and the Japanese College of Veterinary Pathologists. The Editor-in-Chief is responsible for the editorial content of the journal—including peer-reviewed manuscripts—and the timing of its publication. The aforementioned Colleges do not interfere with the recruitment, evaluation or editing of individual scientific manuscripts submitted to the journal, but they do contribute to the strategic direction of the journal.

Ethical Treatment of Animals

Manuscripts reporting experiments on animals must include a statement in the *Materials and Methods* that animal care and experimentation were approved by an Institutional Animal Care and Use Committee and were carried out in accordance with all applicable institutional, local, and national guidelines. These guidelines may include, but are not solely limited to, the National Institutes of Health's *Guide for the Care and Use of Laboratory Animals*, which can be obtained from the [Office of Laboratory Animal Welfare](#), and the *Guide for the Care and Use of Agricultural Animals in Agricultural Research and Teaching*, available from the [Federation of Animal Science Societies](#). Manuscripts may be rejected if the editors suspect unnecessary or unacceptable animal suffering.

Duplicate or Related Publication, and Plagiarism

Submission of a manuscript implies commitment to publish in *Veterinary Pathology*. Manuscripts submitted to the journal must not be under consideration for another journal, nor should manuscripts of similar form or with substantially similar content have been submitted, accepted or published elsewhere. In the cover letter accompanying the manuscript, the author must disclose to the editor all submissions and previous reports that might be regarded as prior, duplicate or related publication of the same or similar work, along with a statement of how the submitted and prior works differ. Copies of such material should be included with the submitted paper as Word or PDF files that are uploaded to SAGEtrack as supplemental information files.

Studies forming a novel investigation of previously published case material must clearly state the relationship to the prior work. In circumstances in which the manuscript predominantly represents material already published, please contact the editor to determine

if sufficient new material is presented to warrant publication.

Duplicate or redundant publication or copying from other manuscripts without disclosure is unethical. Plagiarism includes copying material from other publications, including copying from the author's own work that is already published elsewhere. Undisclosed duplicitous, redundant or plagiarized manuscripts will be rejected or retracted, and the author's institution may be notified.

Publication of Reprinted Material

Obtaining permission to publish reprinted material, including reprinting figures from published papers, is the responsibility of the corresponding author. Note that most published material is protected by copyright, and reprinting such material without permission is prohibited.

Conflict of Interest Policy: Authors

Authors should state any potential conflicts of interest at the time of submission of the manuscript. Such information will not alter established editorial and review policies but will assist the editorial staff in avoiding any potential conflicts that could give the appearance of a biased review.

Financial support. Sources of funding or other substantial support for the work must be disclosed in the "Funding" section. This section is completed during the process of online submission of the manuscript. If those who provided financial support had a role in the research or its publication, this role should be stated. If the study evaluates a commercial or candidate pharmaceutical product or medical device, the authors must disclose support in a cover letter when the manuscript is submitted for initial review, unless the association of the author with the sponsoring company is obvious. The editor will hold such information in confidence. If the manuscript is accepted for publication, the editor will discuss with the authors how such information is to be communicated to the reader.

Financial interest. Authors must disclose in the submission letter as well as in the "Declaration of Conflicting Interests" any financial interest (including employment, consultancies, and honoraria) in a company (or its competitor) that produces or benefits from a product under discussion, or a diagnostic test or therapy of a

disease relevant to the manuscript. The “Declaration of Conflicting Interests” section is completed during the process of online submission of the manuscript.

Publication of papers dealing with a commercial or candidate pharmaceutical product or medical device or diagnostic test does not convey or imply an endorsement by the journal *Veterinary Pathology* or the American College of Veterinary Pathologists, the European College of Veterinary Pathologists, or the Japanese College of Veterinary Pathologists.

Conflict of Interest Policy: Reviewers

Potential reviewers of all manuscripts submitted to *Veterinary Pathology* are asked to consider any potential conflicts of interest they may have before agreeing to review a manuscript. Such conflict could include collaborative research, or conflict between the reviewer and one or more of the authors in a competitive business or academic environment. Such associations or relationships may not disqualify a potential reviewer; however, if a reviewer is concerned about a possible conflict, the circumstances should be discussed with the editorial staff. Individuals working in the same institution as any of the authors are normally disqualified from acting as reviewers or editorial staff. We expect that reviewers with a substantial conflict of interest will disqualify themselves from reviewing a manuscript.

More information as well as general Instructions to Reviewers is on the [publisher's website](#).

Exclusive License to Publish

To publish a manuscript, we require a signed Exclusive License to Publish agreement from one author (usually the corresponding author) with the understanding that all authors have seen and agreed to the contents of the manuscript. The form will be reviewed and signed online at the time of acceptance. Under the agreement, the author retains copyright to the work and grants an exclusive license to SAGE to publish the article and its contents.

Employees of the federal government are required to indicate this affiliation on the same form. Any financial disclosures or declarations of potential conflicts of interests should be listed on the agreement.

General Information for All Types of Manuscripts

Margins and Fonts

Electronic text files should be submitted as Word files. Manuscripts should be prepared using Arial 12 point font. Margins on all sides should be at least 25 mm (1 inch), with no right justification. All sections of the manuscript should be double-spaced. Every page should be numbered. Line numbers are not used; these are added by SAGEtrack when the manuscript is converted to PDF format.

Arrangement of Sections

There are more specific guidelines for full-length manuscripts and for brief communications and case reports; however, the general arrangement of the sections of the manuscript is as follows:

- Title page
- Abstract
- Keywords
- Introduction
- Materials and Methods
- Results
- Discussion
- Conclusions
- Acknowledgements
- References
- Figure legends
- Tables (submit as separate files)

Use of Case Numbers

Number cases starting with case No. 1 regardless of your particular numbering system. Laboratory case numbers should not be used. Include case numbers in all sections of the manuscript where the cases are described or discussed (eg, case Nos. 1–10, case Nos. 2, 3, and 5). Manuscripts describing a case series that do not have case numbers in the text, tables, or figure legends will be returned for correction.

Citation of Figures and Tables, and Use of Footnotes and Parenthetical Remarks

Figures and tables are numbered by the order they are cited in the text. For example, the first figure cited in the text is Figure 1, the second cited is Figure 2, etc.

Notes in the text (eg. the name and location of a manufacturer, or personal communications) are put in parentheses at the appropriate location within the text. Footnotes are used only for tables and are not used in the body of the text.

Abbreviations and Nomenclature

Only abbreviations in common use (eg, cDNA, CFU, DNA, HE, PCR, RNA, SEM) and for metric units of measurement are accepted without explanation or expansion. Acronyms are acceptable for genes and proteins, if the acronym is widely known and the full name is obscure (eg. CD3, GRO- α , I κ B). Abbreviations should be kept to a minimum, only for words used ≥ 6 times in the manuscript, and defined at their first mention within the body of the article; for example, "neuron-specific enolase (NSE)." Avoid abbreviations in the abstract.

Abbreviations used in tables should be spelled out in full in a footnote. Abbreviations used in figure legends should be defined once in each plate of figures.

For anatomic terminology, use the English equivalents of terms used in [Nomina Anatomica Veterinaria](#). Names of infectious agents should follow published standards for viruses ([ICTV, International Committee on Taxonomy of Viruses](#)), bacteria ([List of prokaryotic names with standing in nomenclature](#), or [Bacterial nomenclature up-to-date](#)) and fungi ([Species Fungorum](#) or [Mycobank](#)). Bacterial names (genus and species) are italicized (*Mannheimia haemolytica*). Virus names are written in lower case (except for those which are a proper name) and are not italicized (bovine herpesvirus-1, West Nile virus) except when referring generally to the concept of the taxonomic grouping. For listing the genetic strains of mice, use the correct strain/stock/line designation available from the company providing the mice (for example, [Mouse Genome Informatics, Jackson Laboratory](#)). Disease names should be those in generally accepted use.

Title Page

The first page should include:

- the full title of the paper (punctuation is discouraged, but colons are acceptable)
- the names and locations of the institutions where the work was conducted, with the authors' initials in parentheses after the appropriate institution; for example: Tokyo University (SH, TK).

- the address, telephone number, fax number, and e-mail address of the corresponding author.

Authors should create informative and descriptive titles that clearly inform readers of the content of the manuscript. Titles should, where relevant, include the key aspects describing the nature of the work such as the species of animal, name of the disease, specific molecules or cells, disease mechanism, pathogenesis or the clinical-pathologic correlation that is the focus of the work. Titles that focus on the outcome of the work are generally more effective than those based on the methods. Linnean nomenclature (eg. sugar glider, *Petaurus breviceps*) should be included in the title for all but common domestic species.

Only those persons who actually contributed to the manuscript should be listed as authors. Individuals who have provided technical contributions, moral or financial support, or equipment should be recognized in the Acknowledgements.

Abstract

The abstract should be informative rather than descriptive, and 250 words or less. The abstract should briefly summarize the rationale and methods for the study, but most of the abstract should be a detailed summary of the findings and their significance. Absolute numbers of subjects (either animals or tissue samples) should be given with the percentage in parentheses, for example, "75 of 250 tissues (30%) stained positively." The species of animal, the number of animals studied, the organ system or tissue evaluated, the technology or methods used, and the disease process should be mentioned in the abstract, as well as alternative names for the disease or causative agent when relevant.

Keywords

Identify eight key words and place them after the abstract in alphabetic order. Use terms from the [medical subject headings \(MeSH\) list](#) of the U.S. National Library of Medicine. If suitable MeSH terms are not yet available, current terms may be used. The species of animal, the organ system or tissue studied, the technology or methods used, and the disease process should be listed, as well as alternative names for the

disease or causative agent when relevant, and other appropriate terms likely to be used by those conducting an internet search. Where possible, these keywords should be repeated in the abstract.

Tables

Tables should be submitted as separate Word or Excel files, not as part of the main document (manuscript text file). Tables must be editable and cannot be embedded images in a Word document. Each table is identified with an Arabic numeral, in the order that the tables are cited in the text.

The heading or title of the table should be complete so that the reader is able to understand the table without reference to the text. The title of the table may be several sentences long. All parts of a table must be double-spaced and set in full-size type. Omit all vertical lines from the table format. Empty cells are not permitted; use n/d or n/a as appropriate to indicate samples for which the analysis was not done or for data points that are not applicable, respectively.

Footnotes are designated by superscript letters in order of presentation within the table (^aThis is the note for the first notation in the table. ^bThis is the second note.). A note that applies to the table as a whole should be located at the end of the table title with a superscript letter *a* (Table Title^a).

Figures

Figure numbering. Figures are numbered (using Arabic numerals) in the order cited in the text. Do not use Fig. 1a, 1b, 1c, etc., except for different staining techniques on the same sample, preferably on the same microscopic field.

****Figure numbers must be placed in the lower left corner of images and should be set in white or black 14-point Arial font with no border.****

Image file format. Only digital images of high quality will be accepted. Images should be saved at a minimum of 300 pixels per inch and at 90 or 180 mm wide (i.e., one column width or two column widths). Figure files should be saved as TIF files using IBM PC format, rather than Mac format.

Grouping of images. Figures are usually grouped as a plate with edges directly apposed. Plates must consist of sequentially numbered

figures, arranged horizontally in the appropriate order, and they must form a perfect square or rectangle with no white space between or around images (white borders are added later by the publisher). See recent issues of the journal for examples of appropriate figure arrangement in plates. Plates are either 90 or 180 mm wide (1 or 2 columns) and no more than 210 mm high. Each figure file should contain a single figure or plate. The editor reserves the right to regroup figures as required to meet typesetting requirements. Effective methods of presentation include plates that are 2 photos wide (180 mm) by 3 photos tall (≤ 210 mm), or 1 photo wide (90 mm) by 2 or 3 photos tall (≤ 210 mm). Other arrangements are acceptable, depending on the total number of photos to be submitted and how large the images need to be for optimal viewing.

Photographic quality and modifications. Gross and light microscopic images must be in color. In gross photographs and photomicrographs, correct anatomic orientation should be maintained; for instance, the surface of the skin should be at the top of the figure, and where possible gross photos should be taken with the head to the right (but the orientation of existing photos must not be flipped).

Photos of microscopic lesions must not contain photographic or tissue artefacts. The images must be evenly lit, and backgrounds of photomicrographs (places where there is no tissue) must be white. Gross images should be presented against a clean, uniform, evenly colored background. Before the images are submitted, unacceptable backgrounds (grass, surgery drapes and other textured cloth, rulers, necropsy numbers, etc.) must be removed or the figure prepared with a uniform background of a suitable color.

Image modification or enhancement is acceptable if applied to the entire image, such as changing the brightness, contrast or color balance. It is acceptable to modify the background of specimen photos. Changing a localized area of the tissue or lesion is not normally considered acceptable; it is essential that modifications do not affect the veracity of what is shown.

Do not use length or scale bars, except in rare cases where their use is critical to the understanding of the image; justification for their use must be included in the cover letter. If required, the bar or scale should be about 1 cm long, placed in the lower right of the image, and

its equivalent value (10, 25, 100 μm , etc.) given in the legend, never on the image itself.

Graphs should not have embedded titles. Text labels should be in Arial font, at sufficient size to be easily read in the published size of the figure.

Cost of color figures. Authors are allowed one free color plate (that is, one color page up to 180 x 210 mm), and the cost of remaining plates will be the responsibility of the authors. The cost for each additional color plate will be US \$250. The author will be billed directly by SAGE Publications, 2455 Teller Road, Thousand Oaks, CA 91320. Color proofs will be sent for the author's approval before publication.

Obtaining permission to publish reprinted material, including reprinting figures from published papers, is the responsibility of the corresponding author.

Figure Legends

Each figure must have a legend. Figure legends should be placed in a separate section at the end of the manuscript, and this section must not contain embedded figures. When uploading figure files to SAGEtrack, please DO NOT upload the individual figure legends directly (leave this option blank).

Figure legends should be concisely written. Information described in the legend must be clearly visible in the photo; an inset such as a higher magnification should be added if needed.

For gross and microscopic images, figure legends should be based on the following style as appropriate: **Figure 1.** Diagnosis, organ or tissue, species, case number (if individual animal case numbers are included elsewhere in the manuscript). Sentence description of the change that is visible in the photo. Name of the stain or labeling method (eg. hematoxylin and eosin, Masson's trichrome stain, immunohistochemistry for vimentin; detailed methods such as counterstains should be given in the Methods but not in the figure legend).

For figure panels that include multiple images with the same diagnosis, figure legends may be grouped to avoid repetition. For example, **Figures 1-4.** *Leishmania infantum* chagasi infection, dog, right atrial myocardium. **Figure 1.** IHC for *Leishmania* shows amastigotes in the cytoplasm of a macrophage. **Figure 2.** Lymphocytes infiltrate the subepicardial region. HE. **Figure 3.** There is coagulative necrosis of cardiac myocytes. HE. **Figure 4.** The interstitium

is expanded by collagen. Masson's trichrome stain.

For illustrations of other laboratory data such as graphs and photos of gels, figure legends should briefly mention the methodology and indicate the important findings where necessary, at a level of detail that allows the reader to understand the data being presented. However, the text of the materials and methods or the results should not be repeated.

Abbreviations used in figure legends should be defined once in each plate of figures.

References

Only published materials or material that has been accepted for publication should be listed in the References section. In the case of accepted articles that are not yet available online, a copy of the letter of acceptance and the manuscript itself should be provided; these are uploaded as supplementary files, for viewing by the editorial staff and reviewers. Personal communications and personal observations should be used sparingly and cited in parentheses in the text (eg. JB Williams, personal communication).

In the text, citations should be in superscript, have no parentheses, and follow all punctuation marks (eg. Previous studies have shown that mice are good models of this disease.^{1,7,9-11}). The reference list should be arranged alphabetically and references numbered consecutively. Journal abbreviations should be those used in Index Medicus.

Article in a journal, ≤ 6 authors: Holman RT, Wiese HF, Smith AN. Essential fatty acid deficiency. *Am J Pathol.* 1976;95(3):255-257.

Article in a journal, >6 authors (list the first 3, then et al.): Ortega J, Uzal FA, Walker R, et al. Zygomycotic lymphadenitis in slaughtered feedlot cattle. *Am J Pathol.* 2009;47(1):108-114.

Supplement in a journal: Nardley HJ. Sterols and keratinization. *Br J Dermatol.* 1969;81(Suppl 2):29-42.

Chapter in a book (for which each chapter has a different author): Sligh EG. Neutral lipid storage disease. In: Dyer WJ, ed. *Biochemistry of Lipids.* 5th ed. London, UK: Academic Press; 1956:471-476

Book (for which the entire book has the same authors): Modlin J, Jenkins P. *Decision Analysis in Planning for a Polio Outbreak in the United States.* San Francisco, CA: Pediatric Academic Societies; 2004

Supplemental Materials

Supplemental material is published electronically on the journal website and does not appear in the print version of the journal, but is readily accessed from the journal's table of contents as well as by a hyperlink within the pdf file of the manuscript. In general, supplemental materials may include information that is of value but is not critical for readers to understand the main outcomes of the study, and may also include results that enhance or extend the findings. Information that should be included in Supplemental materials and not in the main text of the paper includes:

- Tables describing semi-quantitative scoring systems
- Other details of the methods that would be needed to replicate the findings or fully describe the methods, but are not needed for readers to understand the work that was done
- Tables of individual-animal data
- Detailed tables of data that are adequately summarized in the text
- Additional photographs of lesions, or videos.

In principle, information that is necessary to generally understand and provide validity to the study (i.e. information used by most readers) is included in the main part of the manuscript, whereas information that is needed only for detailed analysis and critique (i.e. information used by those with a detailed interest who are carefully analyzing the paper) should be moved to supplemental materials. By so doing, this can remove distractions, thereby making the paper easier to read and focusing readers' attention on the key outcomes of the study. Where possible, Supplemental materials should be combined to form a single pdf file. Reference to supplemental material should be made in the main text of the paper (eg. Supplemental methods, Supplemental Figure 1, Supplemental Table 2, etc.), and their legends/titles should be labeled in the same way.

Types of Manuscripts

Full Length Manuscripts

Full-length manuscripts contain the following sections, in order: Introduction (untitled), Materials and Methods, Results, Discussion, Conclusions, References, and Figure Legends (Tables should be uploaded to SAGEtrack as separate Word or Excel files). Logical

subheadings (but not sub-subheadings) may be used to ensure that no more than one page (about 950 words) of text would appear in the printed journal without a heading or subheading.

Authors should create informative and descriptive titles that clearly inform readers of the content of the manuscript. Titles should, where relevant, include the key aspects describing the nature of the work such as the species of animal, name of the disease, specific molecules or cells, disease mechanism, pathogenesis or the clinical-pathologic correlation that is the focus of the work. Titles that focus on the outcome of the work are generally more effective than those based on the methods. Linnean nomenclature (eg. sugar glider, *Petaurus breviceps*) should be included in the title for all but common domestic species.

The Abstract should be informative rather than descriptive, and 250 words or less. The abstract should briefly summarize the rationale and methods for the study, but most of the abstract should be a detailed summary of the findings and their significance. Absolute numbers of subjects (either animals or tissue samples) should be given with the percentage in parentheses; for example, "75 of 250 tissues (30%) stained positively." The abstract should mention (as appropriate) the species of animal, the number of animals studied, the organ system or tissue evaluated, the technology or methods used, and the disease process, as well as alternative names for the disease or causative agent when relevant.

The Introduction may include a summary of the disease or problem studied, a focused summary of relevant prior studies, the rationale for the investigation, and the specific objectives or hypotheses, but not the findings of the study. The Introduction is not a comprehensive review of the disease or topic, but instead provides adequate background information for the reader to understand the study. The last paragraph of the introduction should normally include a clear statement of hypothesis or objectives of the study. The introduction should not describe the experimental approach, methodology or results.

The Materials and Methods describe the selection of case material (including their provenance, and inclusion and exclusion

criteria), the methodology at a level of detail allowing knowledgeable colleagues to repeat the results, and the statistical analysis. Where relevant, authors should consult published standards for minimum information about reporting animal studies ([ARRIVE guidelines](#), [ILAR-NRC Guidelines](#)), experiments using microarrays ([MIAME](#)), proteomics ([MIAPE](#)), or quantitative real-time PCR ([MIQE](#)), and randomized clinical trials ([CONSORT](#)).

Results should not be exhaustive but instead focused on the major findings of the study. The text should not repeat the findings listed in tables or figures, but instead describe a different aspect of the findings. Results that are not critical to the conclusions of the study (including tables of individual animal data, and scoring systems for semi-quantification of lesions) should be moved to a file of supplementary material. Summary data are reported as absolute numbers with percentages given separately; eg. “positive staining in 15/20 cases (75%)”. Statistical results described in the text or figure legend should normally mention the method used and the number per group (eg. $P=0.015$, Student’s t-test, $n=12$ cases per group).

The **Discussion** often begins with a brief re-iteration of the main hypothesis or objectives and a summary of the main outcomes in relation to the this rationale. Depending on the nature of the study, subsequent paragraphs may: (a) summarize the findings without repeating what was stated in the Results, (b) discuss the suitability or validity of the cases or experimental system studied, (c) consider the possible interpretations of the data including corroboration or contradiction of the hypothesis, (d) develop an argument in support of the favoured interpretation, (e) compare the findings with that of prior studies, (f) outline the limitations of the study, and (g) report the implications and importance of the findings without excessive speculation.

Conclusions summarize the major findings and practical recommendations based on the outcomes of the study. The methodology is not normally mentioned, but instead summarize the key findings of the paper that will be of value to readers. The conclusions should be stated specifically rather than as a generality, and they should not be speculative, but based on the factual outcomes of the study.

Brief Communications and Case Reports

Brief communications are used when the extent of the investigation or the value of the findings do not warrant a full paper.

A single animal case report must provide a novel and unique or outstanding pathologic description of general interest to *Veterinary Pathology* readers. Describing a known entity in an unusual species of animal is not typically sufficient for a case report, nor is a report of a neoplasm in an unusual location. Such case reports are returned to the author without review. However, multiple-animal case series of such disease conditions are encouraged, particularly if they advance knowledge in pathologic diagnosis, clinical relevance of pathologic findings, or understanding of disease mechanisms.

Brief communications and case reports should have the same structure as full-length manuscripts but in much shorter form. Only the following headings should be used: Abstract, Acknowledgements, References, and Figure Legends. However, logical subheadings should be used to avoid more than one page (about 950 words) of continuous text without a subheading. Abstracts for brief communications and case reports are limited to 150 words. The concluding paragraph should be a summary of the important novel features of the case.

Brief communications and case reports are limited to 4 pages of printed material: ≤ 1700 words of text, ≤ 4 figures (each up to 90x68mm), and no more than 10 references. Additional information and photos, if relevant and of high quality, may be included as Supplemental materials.

Reviews

Authors are encouraged to discuss the content with editorial staff prior to writing review papers, to ensure the topic and scope are suitable for the journal. Reviews should include a title page, abstract, and key words as described above. Concise reviews focused on a narrowly defined topic are usually more effective than long reviews of a broad topic. Authors should avoid large blocks of text, and instead use text boxes, photos, illustrations, and tables to effectively present information to readers.

Letters to the Editor

Letters to the editor are considered for publication provided they have not been submitted or published elsewhere. Letters should be submitted via the SAGEtrack online system as described above.

Subject matter can include, but is not limited to, useful critique of recent articles based on published references, current medical issues, and issues relevant to the ACVP, ECVP or JCVP. Case descriptions, new unpublished data, or arguments promoting future research are not normally considered, unless they are of considerable timely significance. The suitability for publication is decided by the Editor.

All individuals submitting a letter must sign or be willing to sign the letter, and they must provide their full names, titles, institutional affiliations, and addresses. The principal submitter should also provide telephone and fax numbers and an e-mail address. All individuals submitting a letter must disclose any financial associations or other possible conflicts of interest related to the letter.

Perspectives

Perspectives are normally solicited from experts by editorial staff, and usually refer to a recently published paper or current events. The objective is to highlight papers with particular novelty or impact, to provide additional insights and value to the paper, and to provide a second perspective on the findings that will enhance

reader's understanding or appreciation of the findings. They should provide additional background or a concise review of the topic area, include insights and additional dimensions beyond those given in the accompanying paper, and explain the significance of the research findings or the current event. Perspectives must not be simply a summary of the paper's methods and findings. Perspectives should be less than 1,000 words, may have one or two figures, and should be directed to a non-specialized audience. Perspectives may be peer-reviewed, depending on the content and at the discretion of the editor, and peer review may be requested by the author.

Page Proof Corrections

Page proofs will be e-mailed to the author about 3 weeks from the date that the article was submitted to the publisher. Proofs should be checked for typographical errors, mathematical errors, and any other necessary corrections. Please ensure that all tables, figures, and so on, are correct, including their headers, content, and spacing and alignment. The journal editor will need to approve any substantial rewriting. These proofs are an opportunity to correct any errors that may have been introduced during the production process, not an opportunity for rewriting. In addition to journal editor approval, a fee of \$2 per line will be charged for extensive rewriting not due to SAGE error or request. Instructions for how to submit page proof corrections will be e-mailed with page proofs.

Version: 2014-07-07