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We expect electronic submissions via email. The preferred file format is Rich Text Format (*rtf file extension*) or MS Word (*doc file extension*).

All files should be formatted using British English spellings (-ize) and 12-point Times New Roman font. All files should be formatted for A4 sized paper with a 1-inch margin all around.

The hierarchy of headings in a chapter should be clearly indicated; e.g.

- i. level 1 headings can be in ALL CAPITALS;
- ii. level 2 headings can be in Italics;
- iii. level 3 headings can be Italics and underlined ;
- iv. level 4 headings can be in Italics and placed at the beginning of a paragraph.
- v. Please avoid level 5 headings, if you can.

Figures

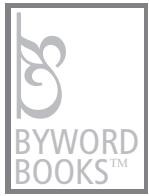
All figures should be numbered sequentially. Acceptable formats for illustrations (figures) are JPG, GIF and TIF. Acknowledgement should be made to the source if the figure is reproduced (with permission, if required).

Tables

All tables should be numbered sequentially. Abbreviations and symbols in a table must be explained in the footnote(s) to the table, even if the expanded forms have already been mentioned in the text. The units of measure must be mentioned. Acknowledgement should be made to the source if some information or the complete table is reproduced (with permission, if required).

References

These should conform to the ICMJE style (www.nlm.nih.gov/bsd/uniform_requirements.html, www.icmje.org). References should be numbered in the order in which they appear in the text and these numbers should be inserted above the lines (superscripted) on each occasion the reference is cited (e.g. Singh¹² confirmed other reports^{13,14}...). References included at the end of a sentence or part of a sentence should be placed after the punctuation mark. References cited only in tables or in legends to figures should be numbered in accordance with the sequence established by the first identification in the text of



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the particular table or figure. Avoid using abstracts as references. For papers accepted but not yet published mention the name of the journal, the year of publication and add 'in press' in parentheses. Information from papers submitted for publication but not accepted should be cited in the text as 'unpublished observations' with written permission from the source. Avoid citing a 'personal communication' unless it is essential; such citations must list in parentheses in the text the name of the person and date of communication. Do not include 'personal communications' in the list of references.

At the end of the chapter, the full list of references should include the names of authors, the full title of the journal article or book chapters; the title of journals abbreviated according to the Index Medicus style (www.nlm.nih.gov/bsd/uniform_requirements.html) the year of publication, the volume number and the first and final page numbers of the article or chapter. *If there are six or fewer authors in the study being cited, the names of all the authors should be given. If there are more than six authors, the names of the first six authors should be given followed by et al.*

Journal Articles

Kumar PP, Good RR, Leibrock LG, Mawk JR, Yonkers AJ, Orgen FP, *et al.* High activity iodine-125 endocurie-therapy for recurrent skull base tumours. *Cancer* 1988;**61**:15184–27.

Books

Gelder M, Cowen P, Harrison P (eds). *Shorter Oxford textbook of psychiatry*, 5th ed. Oxford: Oxford University Press; 2006.

Chapters in Books

John JP, Khanna S. Neuroimaging in psychiatry. In: Bhugra D, Ranjith G, Patel V (eds). *Handbook of psychiatry: A South Asian perspective*. Delhi: Byword Books; 2005:86–103.

Articles available on the internet

- ▶ Health Sciences Library, University of Buffalo, NY. Available at <http://ublib.buffalo.edu/libraries/units/hsl/infores/biomed.htm> (accessed on 12 December 2007).
- ▶ List of databases in medicine and related areas. Karolinska Institute, University Library. Available at http://kib.ki.se/tools/base/index_en.asp (accessed on 12 December 2007).