



GUIDE FOR AUTHORS

INTRODUCTION

Endocrinología, Diabetes y Nutrición is the official journal of the Spanish Society of Endocrinology and Nutrition (Sociedad Española de Endocrinología y Nutrición, SEEN) and the Spanish Society of Diabetes (Sociedad Española de Diabetes, SED). The aim of the journal is to improve knowledge and be a useful tool in practice for clinical and laboratory specialists, trainee physicians, researchers, and nurses interested in endocrinology, diabetes, nutrition, and related disciplines. It is an international journal published in Spanish and English, covering different fields of endocrinology and metabolism, including diabetes, obesity, and nutrition disorders. The quality of the contents is ensured by a prestigious national and international board, and by a selected panel of specialists involved in a rigorous peer review. The result is that only manuscripts containing high-quality research and with utmost interest for clinicians and professionals related to the field are published. The Journal publishes Original clinical and research articles, Reviews, Special articles, Clinical Guidelines, Position Statements from both societies, and Letters to the editor. *Endocrinología, Diabetes y Nutrición* can be found at Index Medicus/MEDLINE, Excerpta Medica/EMBASE, SCOPUS, Science Citation Index Expanded, Journal Citation Reports/Science Edition, IBECS.

Types of article

The Journal contains the following sections:

Original articles. Original clinical, translational, or experimental research papers covering any aspect related to endocrinology, nutrition, diabetes, or metabolism. The recommended designs are analytical in the form of observational studies (cross-sectional, case-control studies, cohort studies) following the [STROBE](#) methodology and randomized controlled trials following the [CONSORT](#) methodology and registered in a public database.

The article should have a maximum length of 4000 words, not including references, abstract, and figure legends. It will be structured in the following sections: Introduction, Material and methods, Results, and Discussion. Subsections are only allowed in the Material and Methods and Results sections. The abstract (in Spanish and English) can have a maximum of 250 words and must be structured. The bibliography must be limited to a maximum of 30 references. A maximum of 6 tables and/or figures in total will be accepted. It will be included the main findings section, together with the abstract, no more than 80 words, divided into 4 or 5 sentences. Authors are also encouraged to provide a graphical abstract of the article.

Systematic reviews and meta-analyses. Systematic reviews using [PRISMA](#) or [MOOSE](#) criteria are recommended. It is recommended that the review protocol is registered in a public database and that the reference number is included in the publication.

The article should have a maximum length of 5000 words, excluding literature references,

abstract and figure legends. It should be structured in the following sections: Introduction, Material and Methods, Results and Discussion. There is no limit to the number of literature references (provided they are justified). A maximum of 6 tables and/or figures in total will be accepted. If necessary, they can be complemented with supplementary tables/figures.

Another type of review: a case report. This is an update on a topic related to a clinical case. This type of manuscript can be commissioned or submitted on the authors' own initiative. They will be written in English, will have a maximum length of 2500 words, and an unstructured abstract of 150 words, the corresponding keywords, and up to 50 literature references. Up to 3 figures and/or tables will be accepted. It will be structured as follows: description of the case, management (and supporting evidence), areas of uncertainty, guidelines and conclusion and recommendations.

Scientific Letters. Descriptions may be included of one or more clinical cases of exceptional observation that represent a significant contribution to understanding the pathophysiology or other aspects of endocrine diseases. They may also report research experiences or results which, because of their characteristics, are not sufficiently important to be published as an original article. Maximum length of the text will be 1000 words, and it should not be structured in sections. It should not be accompanied by an abstract either. One figure or one table will be accepted. No more than 10 literature references should be included. There should be no more than five authors.

Letters to the Editor. Letters to the Editor may refer to studies published in the Journal or express opinions on a current issue. They may not exceed 1000 words and 1 Figure or 1 Table and a maximum of 10 literature references will be accepted. There should be no more than 4 authors.

Other sections. The journal includes Editorials commissioned by the Editorial Board. Authors who wish to contribute to any of these sections should contact the journal's Editors beforehand. Endocrinología, Diabetes y Nutrición will also publish clinical guidelines and consensus documents on the diagnosis or treatment of diseases, provided they are promoted directly by the SED and SEEN or by working groups. These documents must be made according to the indications recommended by the SED and SEEN (<http://www.seen.es/>) and follow the AGREE methodology for clinical guidelines.

The guidelines prepared jointly with other scientific societies may be published in Endocrinology, Diabetes and Nutrition, and in parallel in the publications of the other scientific societies, provided that the regulations established by the SED-SEEN and the AGREE methodology have been followed. In this case, the correspondence author will attach a cover letter stating the Societies that endorse the Document (attaching the endorsement of each Society), as well as the journals to which the consensus will be sent.

The journal will publish the guideline or the consensus document accepted by the Editorial Committee as an Executive Summary, whose maximum length will be 3000 words, and an unstructured abstract that will have a maximum of 150 words. It will be accompanied by tables and figures that are considered convenient to help interpret the information in a clear and concise manner and it will be sent in English. The title will begin with the following sentence: "Executive summary of the guideline/consensus document...". The full consensus document will be published online as additional material to the Executive Summary and/or as a supplement to the journal. The objective of the publication of the Executive Summary is to offer readers a synthesis of the consensus document, but with enough detail and clarity to understand the full document's scope and most relevant points. A maximum of 6 executive summaries per year will

be published in the first issue of each year, with priority being given to those produced jointly by the two societies. Papers must be submitted to the board(s) of the corresponding society(ies) by 30 June for evaluation and selection.

The definition of authorship will be guided by the recommendations of the International Committee of Medical Journals editors (ICMJE, <https://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>).

Contact details for submission

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This journal has no page charges.

Language

This journal is published in Spanish and in English language.

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You can use this list to carry out a final check of your submission before you send it to the journal for review. Please check the relevant section in this Guide for Authors for more details.

Ensure that the following items are present:

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- Include keywords.
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- All tables (including titles, description, footnotes).
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Authorship

All authors should have made substantial contributions to all of the following: (1) the conception and design of the study, or acquisition of data, or analysis and interpretation of data, (2) drafting the article or revising it critically for important intellectual content, (3) final approval of the version to be submitted.

Changes to authorship

Authors are expected to consider carefully the list and order of authors **before** submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion or rearrangement of author names in the authorship list should be made only **before** the manuscript has been accepted and only if approved by the journal Editor. To request such a change, the Editor must receive the following from the **corresponding author**: (a) the reason for the change in author list and (b) written confirmation (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed.

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Randomized controlled trials should be presented according to the CONSORT guidelines. At manuscript submission, authors must provide the CONSORT checklist accompanied by a flow diagram that illustrates the progress of patients through the trial, including recruitment, enrollment, randomization, withdrawal and completion, and a detailed description of the randomization procedure. The [CONSORT checklist and template flow diagram](#) are available online.

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To avoid unnecessary errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

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Subdivision - unnumbered sections

Divide your article into clearly defined sections. Each subsection is given a brief heading (Introduction, Material and methods, Results and Discussion). Each heading should appear on its own separate line. Subsections should be used as much as possible when cross-referencing text: refer to the subsection by heading as opposed to simply 'the text'.

Introduction

State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

Material and methods

Provide sufficient details to allow the work to be reproduced by an independent researcher. Methods that are already published should be summarized, and indicated by a reference. If quoting directly from a previously published method, use quotation marks and also cite the source. Any modifications to existing methods should also be described.

Results

Results should be clear and concise.

Discussion

This should explore the significance of the results of the work, not repeat them. A combined Results and Discussion section is often appropriate. Avoid extensive citations and discussion of published literature.

Conclusions

The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

Appendices

If there is more than one appendix, they should be identified as A, B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1) and so on. Similarly for tables and figures: Table A.1; Fig. A.1, etc.

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Structured abstract

A structured abstract, by means of appropriate headings, should provide the context or background for the research and should state its purpose, basic procedures (selection of study subjects or laboratory animals, observational and analytical methods), main findings (giving specific effect sizes and their statistical significance, if possible), and principal conclusions. It should emphasize new and important aspects of the study or observations.

The headings will consist of: «Introduction», «Materials and Methods», «Results» y «Conclusions».

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Define abbreviations that are not standard in this field in a footnote to be placed on the first page of the article. Such abbreviations that are unavoidable in the abstract must be defined at their first mention there, as well as in the footnote. Ensure consistency of abbreviations throughout the article.

Acknowledgements

Collate acknowledgements in a separate section at the end of the article before the references and do not, therefore, include them on the title page, as a footnote to the title or otherwise. List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proof reading the article, etc.).

Formatting of funding sources

List funding sources in this standard way to facilitate compliance to funder's requirements:

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References

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