

“Advancements of Microbiology” (former Postępy Mikrobiologii)

For authors

Advancements of Microbiology editorial policy are based on Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals (ICMJE) at <https://icmje.org/>. The details are presented in the [Ethical Policy Statement](#). According to our editorial policy, Upon submission of the manuscript, the authors are requested to submit a Declaration of Conflict of Interest. The submitted manuscript should be carefully formatted according to the details listed here and accompanied by a cover letter and all required declarations.

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Fees

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1. Preparing manuscript

Submission of the manuscript must include the following files:

1. Cover letter
2. Title page (manuscript title, author's names, affiliations, table of contents, abstract and keywords)
3. Manuscript's text
4. Figures (if applicable)
5. Description of figures (if the manuscript includes figures)
6. Tables (if applicable)
7. Open access agreement ([Creative Commons CC BY-NC-ND 4.0 license](#))
8. [Declaration of Conflict of Interest](#)
9. [Statement of authorship of the manuscript](#) By fulfilling the statement of authorship of the manuscript all authors confirm their agreement to the submitted version

Cover letter

The manuscript must be accompanied by a cover letter that contains the following:

- A title and Authors' names
- Significance of the selected topic.
- Highlights of the review.
- Description of what unique features and new information are presented compared to other publicly available reviews (published within two last years).
- A statement that the manuscript has not been published elsewhere or is not in processing by any other journal.

To ensure a fast manuscript flow, Authors should present a list of five potential reviewers with their affiliations and e-mail addresses. Authors are requested to choose experts in their field from different countries and different institutions. Preselected reviewers should not be co-authors or their co-workers, be in a business, financial or personal relationship within the last five years, or share the Authors' affiliation

Formatting manuscripts' text

Advancements of Microbiology publishes review articles in English or Polish. Manuscripts must be written in the correct language and be clear and grammatically correct. American or British English usage is accepted. Manuscripts that are not written in clear and legible language may be rejected without peer review.

The editors recommend using MS Word fonts Times New Roman for text, Arial for tables, and Symbol. The manuscripts should be sent to the Editorial Office as editable text files (.doc or .docx) as an e-mail attachment. There is no maximum length of manuscripts, but a volume of work along with references and illustrations max of 30 pages is recommended (font size 12, space between lines 1.5). There should be no dots after titles.

On a separate page (**title page**), the Authors should include the title of the work, below which should be full names including first name and middle initial of the Authors, affiliations of authors and addresses, e-mail of the corresponding author, table of contents (titles of individual chapters and subchapters) and no more than five short keywords relevantly connected with the subject. Keywords should be provided in alphabetical order. They will be used for indexing purposes.

A work **summary** (maximum 250 words) should be attached in a file with the title page. All these parts must be in Polish and English in manuscripts submitted in Polish.

The article should be divided into clearly defined and numbered sections. The first section - Introduction, should provide background information and describe the review purpose. The main part of the review should be organized into subsections headed by informative subtitles.

Space for tables, drawings, graphs, and photos should be marked.

The manuscript should end with a conclusion containing the essential elements of the content.

Formatting figures and tables

Tables and figures should be sent as separate files. The maximum size of drawings and tables planned in the article in one column should not exceed 82 mm in width and be planned in two columns: 169 mm. The allowed graphics height is 246.6 mm.

Tables and drawings should be placed together with the description. Tables should be marked with consecutive Roman numbers and figures (photos, graphs, diagrams) with Arabic numerals. Each table should have a heading describing its content (title), and explanations should be placed below. Descriptions should be placed under charts and drawings; photos should be sent separately. Figures should be sent as .tif, .jpg or ppt(x) files with a minimum resolution of 300 dpi, expected 600 dpi, and color pictures as RGB system. The Publisher charges a fee for printing color illustrations of 20 USD per page. Greyscale images in print and color illustrations online are free of charge.

Formatting literature and references

References

In-text references and the reference list at the end of the paper should be prepared according to the Council of Science Editors (CSE) documentation Name-Year (N-Y) system

<https://wac.colostate.edu/repository/resources/writing/guides/cse-nameyear/>

In-text references should be cited in the form of the author's last name and publication year in parentheses, e.g. (Anderson 2017). A paper with two authors should be cited in parentheses: (Nowak and Smith 2017). When there are more than two authors, the first author's name should be followed by *et al.* While authors and year do not identify references, a, b should be used after the year (Nowak *et al.* 2002a; 2002b). When multiple works by different authors are cited, they should be put in chronological order from oldest to most recent (and alphabetically, if published in the same year). Separate studies by a semicolon: (Nowak *et al.* 2008; Smith *et al.* 2016). When the author's name is mentioned in the sentence, the name may be omitted from the parentheses to avoid redundancy, using only the date. The date (in parentheses) should follow directly after a mention of the author's name.

The cited literature should be entered separately as the final pages of the manuscript, listing the items in alphabetical order. The number of cited items cannot exceed one hundred. The list should include the ordinal number, author's name, first letters of names, surnames of co-authors and first letters of their names (in the order given in the cited work), the full title of the cited work, shortened journal title, volume, page numbers and year of publication (in brackets). A list of used journal names and abbreviations can be found in Web of Science: standard journal abbreviation used online databases. If the full name of the periodical is used, please insert the comma after the name [1] and the dot after each shortened word of the journal name [2].

1. Adams G.M., Blumenthal R.M.: Gene *pvullW*: a possible modulator of PvuII endonuclease subunit association. *Gene*, **157**, 193–199 (1999)
2. Beld J., Woycechowsky K.J., Hilvert D.: Diselenides as universal oxidative folding catalysts of diverse proteins. *J. Biotechnol.* **150**, 481–489 (2010)

If the number of co-authors of the work exceeds 10 (the publication quoted below is the work of 42 authors), please provide the names and initials of the first and last co-author separated by &, and then add *et al.*, e.g.:

Tomb J.F. & Venter J.C. *et al.*: The complete genome sequence of the gastric pathogen *Helicobacter pylori*. *Nature*, **338**, 539–543 (1997)

Citing works from journals published only online should contain next to authors, and title details shortened title of the journal, volume, page (or its equivalent [1]), and year of publication (in brackets). If the Publisher does not use page numbering [2], please enter journal page with the DOI number.

1. Esberg A., Muller L.A., McCusker J.H.: Genomic structure of and genome-wide recombination in the *Saccharomyces cerevisiae* S288C progenitor isolate EM93. *PLoS One*, **6**, e25211 (2011)
2. Stachowiak R., Łyżniak M., Budziszewska B.K., Roeske K., Bielecki J., Hoser G., Kawiak J.: Cytotoxicity of bacterial metabolic products, including Listeriolysin O, on leukocyte targets. *J. Biomed. Biotechnol.* <https://doi.org/10.1155/2012/954375>

For citing non-periodicals next to authors and title details - the publishing house, the place, and the year of publication should be given [1]. When referring to an article in a collective work, e.g., a chapter in a book [2], the title of this work should also be given and the name of its editor, publishing house, place of publication, year, volume and finally, page numbers.

1. Boulton R.B., Singleton V.L., Bisson L.F., Kunkee R.E.: Principles and practices of winemaking. Chapman Hall, New York, 1996
2. Portnoy D.A., Sun A.N., Bielecki J.E.: Escape from the phagosome and cell-to-cell spread of *Listeria monocytogenes* (in) *Microbial Adhesion and Invasion*, Ed. M. Hook, L. Świtalski, Springer, New York, 1992, p. 85–94

Websites citations

Citing the websites of the public organization should contain: authors (if known [1]) or the name of the organization [2] (Publisher of the page), the title of the article, page name (if not already provided), date of publication (if provided), www address, date of last address access

1. <http://www.who.int/news-room/fact-sheets/fs114/en> (06.03.2014)
World Health Organization: What we know about transmission of the Ebola virus among humans. Ebola situation assessment, 06.10.2014
2. <http://www.who.int/news-room/fact-sheets/detail/leprosy/> (27.01.2023)

The instructions in the CSE documentation system N-Y should be followed for all other cases not covered here.

Detailed recommendations

Nomenclature of organisms

The spelling of Bacteria and Archaea names should follow the list of Prokaryotic Names with Standing in Nomenclature (LPSN): <http://www.bacterio.net>

Binary names, consisting of a generic name and a specific epithet (e.g., *Escherichia coli*), should be used for all microorganisms. A species name must be preceded by a genus name, written out in full the first time it is used in a paper. After that, the genus name should be abbreviated to the initial capital letter (e.g., *E. coli*). Names of all bacterial taxa (kingdoms, phyla, classes, orders, families, genera, species, and subspecies) are printed in italics and should be italicized in the manuscript; strain designations and numbers are not. Common names should be in lowercase roman type (e.g., streptococci).

For names of fungi, the International Code of Nomenclature for Algae, Fungi, and Plants as a set of rules and recommendations should be set. <https://www.iapt-taxon.org/nomen/main.php>

Names of the viruses should be written according to the ICTV (International Committee on Taxonomy of Viruses) <https://ictv.global>. Common names and abbreviations, such as influenza virus, HIV, HPV, are written in a standard font.

Biochemical and Genetic Nomenclature

Proper names of enzymes and their EC numbers and biochemical compounds names should be used according to recommendations of the International Union of Biochemistry and Molecular Biology <https://iubmb.qmul.ac.uk> Genetic nomenclature should essentially follow the recommendations of Demerec *et al.*: *Genetics*, **54**, 61–76 (1966). In that style, genes are designated by a three-letter italicized symbol written in lower case letters, often suffixed with a capital letter, for example, *sua*, *gapC*, while their products are written with straight letters. There exist several databases for bacterial gene names. Detailed recommendations can be found in the newest issue of the ASM Journal of Bacteriology and Molecular and Cellular Biology <https://journals.asm.org/nomenclature>.

Reporting numerical data

The international metric units (SI) system should be used to report length, weight, and volume. But for these units and molarity, should be used the prefixes m, μ , n, and p for 10^{-3} , 10^{-6} , 10^{-9} , and 10^{-12} , respectively. The temperature should be given in Celsius degrees, e.g. 37°C. Use 'l' rather than 'L' to denote a liter, e.g. 5 mg/ml.

Italics

All Latin expressions such as *in vivo*, *in silico*, *dermatitis* etc. should be in italics.

2. Formal requirements

Manuscripts that do not meet the editors' requirements will be returned to the authors and will not proceed further. The signed [Open access agreement](#), [Declaration of Conflict of Interest](#) and [Statement of authorship of the manuscript](#) must be provided to initiate the editorial procedure.

The Editorial Office reserves the right to make modifications and corrections that do not affect the content of the work.

3. Proofs and conditions of publication

Authors are informed when the manuscript is received and the editorial process begins.

Reviews will be sent to the corresponding Author by e-mail as a .pdf file. Responses to reviewers should be prepared by the Author as text files and sent with the manuscript, corrected according to the recommendations (mark the changes made), to the Editor within five working days.

Authors are informed on receiving the manuscript and starting the editorial process. The date of acceptance for publication is provided for Authors when the manuscript is qualified for publication. Posting the transfer on account of the Polish Society of Microbiologists

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