

Author Guidelines

MANUSCRIPT PUBLICATION RULES IN THE INTERNATIONAL HEART AND VASCULAR DISEASE JOURNAL

Disclaimer: Edition of rules come into force since November, 2018. The rules describe the conditions of publication of manuscripts (articles) through the site <http://www.heart-vdj.com>. The editorial Board is ready to answer questions and help authors by e-mail: submissions.ihvdj@gmail.com.

The *International heart and vascular disease journal* has been published since 2013. It is official journal of the Cardioprogress Foundation. The target audience of this peer-reviewed journal is cardiologists and internal disease specialists. The journal is primarily focused on questions of epidemiology, prevention, and cardiac pharmacotherapy. It also publishes lectures and literature reviews on various problems of modern cardiology, reports on new diagnostic methods, and other information which is important for the practitioners.

The General criteria for the publication of articles in the International heart and vascular disease journal are the relevance, novelty of the material and its value in theoretical and/or applied aspects.

The languages of publications are Russian and English. Journal is peer-reviewed, with multistage editing. Editorial board is presented by the leading cardiologists from different countries and Russia.

International heart and vascular disease journal aims to ensure that its publications fulfill the requirements of international publishing standards, such as the Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Writing and Editing for Biomedical Publication, by the International Committee of Medical Journal Editors, ICMJE (<http://www.icmje.org>), and the recommendations by the Committee on Publication Ethics, COPE (<http://www.publicationethics.org.uk>).

All clinical trials should be performed and described in full accordance with the CONSORT standards (<http://www.consort-statement.org>), observational research - STROBE (<http://www.strobe-statement.org>), systematic reviews and meta-analyses - PRISMA (<http://www.prisma-statement.org>), diagnostic accuracy - STAR (<http://www.stard-statement.org>).

I. The International heart and vascular disease journal accepts the following manuscripts:

1) *Original papers* present the results of clinical studies. The word limit is 3,000 (including references, tables, and figure legends). The maximal number of references is 15. The structured abstract should contain 5 sections (**Aim, Material and Methods, Results, Conclusion, and Key words**), and be no longer than 300 words.

2) *Lectures*, or clinically oriented reviews, are written by experts in broader areas of medicine. Lectures could be focused on epidemiology, pathophysiology, diagnostics, treatment, and prevention. The word limit is 5,000 (including references, tables, and figure legends). The maximal reference number is 80. The unstructured abstract is no longer than 150 words.

3) *Literature reviews* are focused on more specific topics, compared to lectures. The word limit is 4,500 (including references, tables, and figure legends). The maximal reference number is 50. The unstructured abstract is up to 150 words.

4) *Clinical case* is a brief report on a complex diagnostic problem and its solution, or a description of a rare clinical observation. The word limit is 600 (including references, tables, and figure legends). The maximal number of references is 5. No abstract is required.

5) *Clinical opinion* informs the readers on the topics of cardiovascular medicine and related disciplines. The word limit is 2,500 (including references, tables, and figure legends). The maximal number of references is 15.

The journal accepts for publication original phase 2, 3 and 4 clinical studies. Literature reviews should be based on sources not older than 5 years.

II. Information about the article, which includes the following sections, is combined into a single file "letter (cover)":

1) the manuscript is not under consideration in another edition; 2) has not been previously published; 3) contains a full disclosure of the conflict of interest; 4) all authors meet the criteria of authorship, it was read and approved; 5) the author(s) are responsible for the power of attorney submitted in the manuscript materials. 6) all contact information of the author responsible for correspondence; 7) information about previous publications of the authors on the same topic or pre-publication.

If the manuscript is a part of the thesis, it is necessary **to specify** the estimated terms of thesis defense.

The "letter of direction (accompanying)" should be made out on one or two sheets. Using the form of the official institution-at the choice of the author's team. In the address: "To the editor-in-chief of the International Heart and Vascular Disease Journal, professor Mekhman N. Mamedov". The signatures of **all authors** should be placed at the bottom.

"Directional (cover) letter" is scanned. File format .jpeg attached as an additional file of the manuscript.

The absence of a letter or incomplete text of the letter (not containing the above items) is the basis for **refusal** to accept the manuscript for consideration.

III. Registration on the Website and information about the authors.

1. **Any of the authors can submit an article to the journal.** Usually it is the one who then conducts correspondence with the editorial office and to whose mail notification letters come (when submitting a manuscript through the site, you can choose to send notifications to all authors).

The author registers on the site, entering his full name. In the form to be filled in when submitting an article, all authors and all additional information (places of work, positions, academic titles, institutions, ORCID – all authors) are indicated.

If the author has several places of work, it is written: 1. "The name of the institution..." 2. «Name of institution.»... The name of the institution is written in abbreviated form, for example, Moscow state University, Moscow. Brackets are not put.

How to fill in the article metadata: all data that is entered in the "article metadata" must exactly match the data specified in the text of the article!

1. Authors' names (you can not write in full, the format of the journal provides for the publication of names and initials. Therefore, in the "Windows", where the name and patronymic of the authors are written in capital letters with a dot (example: A.).

2. Names of institutions (write the official name. At the same time - there is a reduction of Federal, STATE, etc.; the quotation marks are placed; Ministry of health of Russia, a city without the letter G.

3. Positions and titles (using traditional abbreviations: PhD, senior researcher, leading researcher, PhD, C.b.N., MD), head reduces to the head., then write the full name of the laboratory/Department / Department; Director, head, Professor - is not reduced.

4. The order of the authors. Authors ' priority should be entered into the system in accordance with the order of the article. The movements are made by small arrows "top" / "bottom", which are located under the data of each of the authors. The data of the author responsible for the correspondence, put a dot in a circle denoting this information. Other authors point do not put.

5. Summary. Sections of the abstract should exactly match the sections prescribed In the rules for authors. If the sections are not correct, the Editors will ask to correct them. What the authors are currently publishing on the site will then be included in all systems after the final publication. Be careful!

6. Making literary references. Submitted article will not be reviewed until the correction of literary references in accordance with the rules for authors is made. The authors "forget" and somewhere to remove point (such inconsistencies can be corrected in the Revision), but if the design literature is radically different from what is required or present hyperlinks, the Editors will not start with the article to eliminate errors.

7. Keyword. They are written with a small letter, separated by a semicolon. At the end put a point. In the text of the article the keywords are written separated by commas.

A file is prepared separately in Word, which is then sent as an additional file. The file must contain:

1. Title page of the manuscript. The title of the manuscript is written in capital letters, without hyphenation, in bold. Initials and surnames of authors-Ivanov I. I., Petrov P. p. the full name of organization(s) from which(s) there was a manuscript, the city, the country is Given. Footnotes are in Arabic numerals after the authors ' names and before the names of institutions.

Example of design:

THE PREVALENCE OF RISK FACTORS OF NONCOMMUNICABLE DISEASES IN THE RUSSIAN POPULATION IN 2012-2013. THE RESEARCH RESULTS OF THE ESSE-RF

G. A. Muromtseva 1, 1 Kontsevaya A.V., Konstantinov V. V. 1, Artamonova G. V. 2, T. M. 3 Galaganova,...

1FGBU State research center of preventive medicine of the Ministry of health of Russia, Moscow; 2FGBU Research Institute of complex problems of cardiovascular diseases SB RAMS, Kemerovo; 3RD VPO North Ossetian state medical Academy, Vladikavkaz;....., Russia.

2. Information about the authors, where indicated: full name, place of work of all authors, their positions, ORCID; full contact information is required for one (or more) of the author and includes e-mail, available phone number.

All members of the group of authors should meet all four criteria of authorship **set forth** in the ICMJE recommendations: 1) concept and design development or data analysis and interpretation, and 2) manuscript justification or verification of critical intellectual content, and 3) final approval for publication of the manuscript, and 4) consent to be responsible for all aspects of the work, and assume that issues relating to the thoroughness and diligent execution of any part of the study submitted are duly investigated and resolved. This information should also be contained in the document.

If the submitted material has authors who do not meet the criteria of authorship, but have made some contribution to the work, they should be listed in this document and at the end of the article in the section of Acknowledgements.

3. Information on conflict of interest / funding.

The section contains the disclosure by all authors of possible relations with industrial and financial organizations that may lead to a conflict of interest in connection with the material presented in the manuscript. It is desirable to list the sources of funding for the work. If there is no conflict of interest, it is written: "Conflict of interest is not declared." Information on the existence of a conflict of interest should also be reflected in the Conflict of interest section at the end of the article.

4. Information about grants. Should be mentioned at the end of the article in the section Acknowledgements and at the end of the section Material and methods - with a full description of the role of the source of funding in the performance of work (design, information collection, analysis, data interpretation, etc.).

5. Information and ethics in the study.

Example of design:

The study was carried out in accordance with the standards of good clinical Practice (Good Clinical Practice) and the principles of the Helsinki Declaration. The study Protocol was approved by the Ethical committees of all participating clinical centers. Prior to being included in the study, written informed consent was obtained from all participants.

This information should also be reflected in the Material and methods section of the article.

All additional information (permits, questionnaires, etc.) can be requested from the authors in addition to the preparation of the work for printing.

6. Information on overlapping publications (if available).

7. Copyright. The use of any material (tables, figures) marked with a copyright icon in the article should be confirmed by a special permission from the author or publisher.

8. Information about the obtained consent in patients for the study.

Obtaining consent from patients for the study should also be reflected in the Material and methods.

9. For all clinical trials: information about the registration and placement of data on the study in any public register of clinical trials. The term "clinical study" refers to any research project that affects people (or groups of subjects) with/without a comparative control group, studies the interaction between interventions to improve health or the results obtained. The world health organization offers the primary register: International Clinical Trials Registry Platform (ICTRP) (www.who.int/ictcp/network/primary/en/index.html). The clinical study is considered to be reliable in a group of more than 20 patients.

10. The number of words in the article (excluding summaries, sources of literature, figure captions and tables), the number of tables and figures.

The absence of an information file or incomplete text (not containing the above items) is the basis for refusal to accept the manuscript for consideration.

IV. Manuscript submission check-list

Since the main file of the manuscript is automatically sent to the reviewer for "blind review", it should not contain the names of the authors and institutions. The file contains only the following sections:

1. Article title
2. Summary with key words
3. List of abbreviations
4. Text
5. Acknowledgements (if any)
6. List of references
7. Tables, figures (if they can be embedded in the text of Word format).

The article title is written in capital letters (PREVALENCE of RISK FACTORS...), the end point is not needed. The title should clearly reflect the purpose of the work.

Summary with key words-sections are drawn up each with a separate line, highlighted in bold. The abstract should contain only those sections that are described in the rules for authors. For example, there is no section "Relevance" in the summary. The authors prescribe the relevance of their work in the introductory section of the manuscript.

List of abbreviations - when compiling a list of abbreviations to the article, including text, tables and figures, only those used by the author 3 or more times are included. Usually shrink often used in manuscripts of the terms (e.g., hypertension, CHF FC) and title of clinical trials (SOLVD, TIMI, HOPE).

The first reference to an abbreviation is always accompanied by the full spelling of the abbreviated concept, and the abbreviation is indicated in brackets. For example, blood pressure (BP); heart rate (HR). Capital letters are more often used to denote abbreviations. If abbreviations are used only in tables and figures, and are not used in the text, they should not be included in the list of abbreviations, but should be given a transcript in the note to the table or figure. The summary of the article, as a separate document, is subject to the same rules as the article (abbreviations are made when they are used 3 or more times).

Abbreviations should be generally accepted and understandable to the reader, in accordance with the generally accepted norms in the scientific literature. Undesirable abbreviations that coincide in writing with others that have a different meaning.

Abbreviations in the list of abbreviations are written in alphabetical order, separated by commas, in solid text, using "dash". **Example of design:** BP-blood pressure, HR-heart rate.

Text-the text of the manuscript of the original works should be structured: Introduction, Material and methods, Results, Discussion and Conclusion. The text of reviews and lectures can be unstructured.

Text is printed on A4 sheet, font size - 12 pt, line spacing-1.5, margins 2 cm on all sides. The system of SI units is used for processing the material, the % sign is put through a space from the number, the value of p is written with a semicolon: $p < 0.0001$; the value of n is written with a small letter ($n=20$); signs $>$, $<$, \pm , $=$, $+$, $-$ when numerical values are written without a space; the value of "year" or "year" is issued – 2014 or 2002-2014.

The article should be carefully verified by the author (s). The authors are responsible for the correctness of citation, doses and other factual materials.

Introduction-it is necessary to describe the context and prerequisites of the work (what is the essence of the problem and its significance). It sets certain goals or describes the object of the study, or a hypothesis that needs to be tested by comparison or observation. Only those sources that directly indicate the problem are cited.

Statistics - all published materials are reviewed by an expert in statistics and must meet "Uniform requirements for manuscripts submitted to biomedical journals" (Uniform Requirements for Manuscripts Submitted to Biomedical Journals, Ann Intern Med 1997, 126: 36-47). In the preparation of the statistical part of the work it is recommended to use special guidelines, for example, the European journal of cardiology: www.oxfordjournals.org/our_journals/eurheartj/for_authors/stat_guide.html

Statistical methods are described in detail in the Material and methods section.

Acknowledgements - all participants who do not meet the authorship criteria should be listed in the Acknowledgements section, which is located at the end of the article before the Literature section.

Making graphs, diagrams and drawings – tables and figures should provide the reader with visual information, be interesting and educational. They should be placed after the text of the article, as the reviewer and editor look at the manuscript as a whole. However, to print in the journal (at the stage of creating a layout) graphics, diagrams and drawings are required in electronic form in the formats "MS Excel", "Adobe Illustrator", "Corel Draw", "MS PowerPoint", photos with a resolution of at least 300 dpi.

The names of the graphs and figures, as well as notes to them should be placed under the figure/graph or placed at the end of the article.

These files are referred to as additional files. Figures should not repeat the materials of the tables.

Tables should contain the compressed, necessary data. Each table is placed at the end of the text (after the list of references) with the number, name and explanation (note, abbreviations).

The tables should clearly indicate the dimension of the indicators and the form of data ($M\pm m$; $M\pm SD$; Me; Mo; percentiles, etc.). All figures, totals and percentages should be carefully verified, and also correspond to the mention in the text. The explanatory notes are given below the table, if necessary. The footnotes must be in the following order: *, †, §, ||, ¶, #, **, †† etc.

Abbreviations should be listed in a footnote below the table in alphabetical order (for tables its list of abbreviations!).

Each first mention of a figure or table in the text is highlighted with a yellow marker. If a reference to a figure or table is included in the sentence, the full spelling of the word "figure 1", "table 1" is used; if the words are enclosed in brackets, the abbreviation is used (Fig. 1), (table. 1).

Providing the main file of the manuscript with the names of the authors or institutions is the basis for refusal to accept the manuscript for consideration.

V. The list of references.

In the form to fill in when submitting the article provides a list of cited literature (section - Literature).

Literary references are listed in the order of citation in the manuscript. The text refers to the serial number of the cited work in square brackets [1] or [1, 2]. Each link in the list is on a new line. All documents referred to in the text should be included in the list of references.

References to works that are not in the list of references and Vice versa, references to unpublished works, as well as to works of many years ago (>10 years) are not allowed. The only exceptions are rare highly informative works. Especially close attention to this item, please pay to those authors who submit "literature Review".

The bibliographic description contains the names of the authors up to three, after which, for domestic publications should indicate "et al.", for foreign – "et al." When citing articles from journals indicate in the following order the output: the name and initials of the authors, the name of the source, year, volume, number, pages (from and to). When citing articles from the collections indicate the output: name, initials, title, title of the collection, place of publication, year of publication, page (from and to).

If you want to make a quotation of the authors' names in the text, you must specify the name of the first author with the initials, the year of work. Example design: Smith AA, et al. (2018).

With the purpose of increase of citation in the journal is the transliteration of Russian sources with the use of the official languages in the following order: the authors and the journal title is transliterated in the Latin alphabet, and the name of the article is semantic transliteration (translation into English). The name of the source where the work is published is transliterated in Latin if the source (journal) does not have an official name in English).

All Russian-language sources of literature should be presented in the transliterated version of the model given below.

The author(s) are responsible for the correctness of the data given in the references.

The list of references should correspond to the format recommended by the American National organization For information standards (national Information Standards organization – NISO), adopted by the National Library of Medicine (NLM) for databases (Library's MEDLINE/PubMed database) NLM: <http://www.nlm.nih.gov/citingmedicine> Oh? The names of periodicals may be abbreviated. Usually this form of writing is accepted by the publisher; it can be found on the website of the publisher, or in the list of abbreviations Index Medicus.

Mandatory all articles DOI specified, all books ISBN. References to dissertations, patents, theses and any collections without output and ISBN are not accepted.

Examples of link design:

Article citation:

Smith A, Jones B, Clements S. Clinical translation of tissue-engineered airway. *Lancet*. 2008;372:1201-09. doi:10.0000/0000-0000-.

Russian-language sources with transliteration:

2. Bart BYa, Larina VN, Brodskiy MS, et al. Cardiac remodelling and clinical prognosis in patient with chronic heart failure and complete left bundle branch block. *Russ J Cardiol*. 2011;6:4-8. (In Russ.) Барт Б.Я., Ларина В.Н., Бродский М.С., и др. Ремоделирование сердца и прогноз больных с хронической сердечной недостаточностью при наличии полной блокады левой ножки пучка Гиса. *Российский кардиологический журнал*. 2011;6:4-8. doi:10.15829/1560-4071-2011-6-4-8.

Book:

3. Shlyakhto EV, Konradi AO, Tsyrlin VA. The autonomic nervous system and hypertension. SPb.: Meditsinskoe izdatel'stvo; 2008. (In Russ.) Шляхто Е.В., Конради А.О., Цырлин В.А. Вегетативная нервная система и артериальная гипертензия. СПб.: Медицинское издательство; 2008. ISBN 0000-0000.

Chapter:

4. Nichols WW, O'Rourke MF. Aging, high blood pressure and disease in humans. In: Arnold E, ed. *McDonald's Blood Flow in Arteries: Theoretical, Experimental and Clinical Principles*. 3rd ed. London/Melbourne/Auckland: Lea and Febiger; 1990. p.398-420. ISBN 0000-0000.

Russian chapter:

5. Diagnostics and treatment of chronic heart failure. In. *National clinical guidelines 4th ed*. Moscow: Silicea-Polygraf; 2011. pp.203-93. (In Russ.) Диагностика и лечение хронической сердечной недостаточности. В кн: Национальные клинические рекомендации. 4-е издание. М.: Силицея-Полиграф; 2011.с.203-96. ISBN 0000-0000.

Webpage:

6. Panteghini M. Recommendations on use of biochemical markers in acute coronary syndrome: IFCC proposals. eJIFCC 14. <http://www.ifcc.org/ejifcc/vol14no2/1402062003014n.htm> (28 May 2004)

All sources of literature are checked for correctness through the system of the Russian electronic library. Significant errors in citation or duplication of the source are the reason for the return of the manuscript to the authors for revision.

VI. Preparation of manuscript.

The author prepares the following documents to upload the manuscript to the site:

The main file is the text of the article (the system renames it after loading, so it does not matter how it is called).

Additional files-Directional (accompanying) letter, information file with the Title page, information about the authors and disclosure of conflicts of interest, files with pictures.

For more information on placing articles on the website you can read <http://cardiovascular.elpub.ru/jour/announcement>

VII. Copyright and publishing policy.

This section regulates the relationship between the editorial Office (Publisher) of *International heart and vascular disease journal* (the "editorial Office") and the author or group of authors who submitted their manuscript for publication in the *International heart and vascular disease journal* (the "Author").

The author, by sending the article to the Editor, agrees that the editorial Board of the journal shall be transferred to the exclusive property rights to use the manuscript (transferred to the Editorial Board of the journal material, including such protected objects of copyright as photos of the author, drawings, diagrams, tables, etc.), including the reproduction in print and on the Internet; distribution; translation into any languages of the peoples of the world; export and import of copies of the journal with the article of the Author for distribution, to bring to the public.

The editorial Board reserves the right to reduce and edit the materials of the manuscript, to carry out scientific editing, to reduce and correct articles, to change the design of graphs, drawings and tables to bring into line with the design of the journal, without changing the meaning of the information provided.

When using the article, the editors have the right to supply it with any illustrated material, advertising and allow third parties to do so.

The editorial Board has the right to assign the rights received from the Author to third parties and has the right to prohibit third parties from any use of materials published in the journal for commercial purposes.

The author guarantees that he has exclusive rights to use the submitted material. In case of violation of this guarantee and the presentation of claims to the editorial Board, the Author independently and at his own expense undertakes to settle all claims. The editorial Board is not responsible to third parties for violation of the Author's guarantees.

The Author retains the right to use the published material, its fragments and parts for personal, including scientific and teaching purposes.

The Author transfers the above rights to the Editors without limitation of their validity period, in the territory of all countries of the world without limitation, including the territory of the Russian Federation.

The rights to the manuscript are considered to be transferred By the author of the editorial Office from the moment of sending an information letter about the acceptance of the manuscript to the press.

Reprinting of materials published in the journal by other individuals and legal entities is possible only with the written permission of the editorial Board, with the obligatory indication of the journal name, number and year of publication.

The editors are not responsible for the accuracy of the information provided by the Author.

The author, sending the manuscript to the Editor, gives permission to use and process personal data.

The editorial Board reserves the right to reduce and correct the articles, to change the design of graphs, figures and tables to comply with the standard of the journal, without changing the meaning of the information provided. In case of untimely response of the author(s) to the request of the editorial Board, the editorial Board may at its discretion make changes to the article or refuse to publish.

Sending to the editor of works that have already been sent to other publications or printed in them is absolutely not allowed. The editors are not responsible for the accuracy of the information provided by the authors. Articles sent in violation of the rules of registration are not accepted by the editorial Board for consideration.

VIII. The procedure for reviewing manuscripts

1. The manuscript should be sent in electronic form to the Editor through the website - <http://www.heart-vdj.com>. The manuscript should be drawn up in accordance with these requirements for scientific articles submitted for publication in the journal.

2. The author is sent a notification letter of receipt of the manuscript with the number (ID), which will be used in subsequent correspondence. The author can track the stages of work on his manuscript through the site. Since the process of bringing the manuscript to the necessary standards takes enough expert time, the payment for the initial review of the article was introduced, which the author(s) are required to carry out after the article is posted on the site.

3. The manuscript must pass the primary selection: the Editorial Board has the right to refuse publication or send comments to the article, which must be corrected by the Author before reviewing.

- checking the completeness of the manuscript: if you do not comply with the requirements of the Rules for the authors to complete the manuscript or its design, the Editors have the right to refuse to publish or in writing to require to send the missing materials or to correct the version already downloaded to the site.

- Manuscripts are checked in the "Antiplagiat" system. The originality of the manuscript should be at least 75%. We expect manuscripts submitted for publication to be written in an original style that involves new thinking without the use of previously published text. Manuscript with originality below 75% shall not be admissible.

4. All manuscripts submitted to the journal are sent to one of the permanent reviewers or an independent expert according to the profile of the research.

5. The review process is anonymous both for the Author and for the reviewers. The manuscript is sent to the reviewer without the names of the authors and the name of the institution.

6. The editorial Board informs the Author of the results of the review by e-mail.

7. If the reviewer makes a conclusion about the possibility of publication of the article and does not make significant corrections, the article is given to the expert on statistics and after a positive report is accepted for further work.

8. If the reviewer makes a conclusion about the possibility of publication of the article and gives instructions on the need for its correction, the Editorial Board sends the review to the Author with a proposal to take into account the recommendations of the reviewer in the preparation of a new version of the article or to refute them. In this case, the Author needs to make changes to the last version of the article file, which is located on the site (download file from the site, make changes and place the corrected article again, after removing the primary (uncorrected) version). The revised article is re-sent for review,

and the conclusion is given that all the recommendations of the reviewer were taken into account. After receiving a positive response of the reviewer, the article is given to the expert on statistics and after a positive report is accepted for further work.

9. If the reviewer makes a conclusion about the impossibility of publication of the article. The author of the reviewed work is given the opportunity to read the text of the review, if he does not agree with the conclusions of the reviewer. In case of disagreement with the opinion of the reviewer, the Author has the right to provide a reasoned response to the Editor. The article can be sent for re-review or for approval to the editorial Board. The editorial Board or its authorized editor shall send its response to the Author.

10. All manuscripts that have been reviewed and evaluated by an expert in statistics are submitted to the editorial Board, which decides on the publication. After the decision on the admission of article for publication, the Editorial office inserts the publication of the article in terms of publications. Information about the annual (thematic) plan of publications is placed on the website of the journal.

11. The decision to publish a manuscript is made solely on the basis of its significance, originality, clarity of presentation and compliance of the research topic with the direction of the journal. Reports on studies in which negative results are obtained or the provisions of previously published articles are challenged are considered on General grounds.

12. Original reviews are kept in the Editorial office for 5 years from the date of publication.

13. In case of a decision to refuse to publish an article, its archive copy remains in the electronic system of the editorial Board, but access to it by editors or reviewers is closed.

IX. The manner of publication of manuscripts

1. According to the requirements of the Higher attestation Commission, the journal provides priority for post-graduate and doctoral works, the period of their publication depends on the expected date of protection, which the authors must specify in the primary documents attached to the manuscript.

2. Each issue of the journal is formed by a separate Executive editor appointed by the editor-in-Chief and/or editorial Board. It is the responsibility of the editor-in-charge to select high-quality articles for publication, and he can be guided by both thematic principles and a separate scientific direction.

3. All selected articles are submitted to the scientific editor and proofreader. After creating the layout of the article and editing it, the article will be available to the Author through the site. At this stage, it will be possible to send comments on the text of the article. The author is obliged to send his / her consent to the publication or his / her comments within the established time specified in the cover letter.

4. The editorial office does not send the author's copy by mail or PDF of the article by e-mail, access to the published numbers is open.

Subscription to the printed version is carried out by half a year (through subscription agencies).

X. After the publication in the journal

1. Information on publication is distributed in the following scientific citation databases: Russian science citation index, CYBERLENINKA and others. The article is assigned a DOI index and the full text is publicly available on the journal's website.

2. Information about the publication of the issue is distributed by mailing of The Cardioprogress Foundation and in social networks.

3. We expect the authors of the articles to actively make efforts to bring the results of their research to the public, namely: to have a personal page on the Internet (personal page), to monitor and update your profile ORCID and RecsearcherID, to involve colleagues in their work through social networks.

XI. Revocation or correction of articles

The full text of the journal's policy on Revocation and correction of articles is available in the information section on the website. The editors follow COPE Recommendations issued by the Committee on publishing ethics (COPE) – <http://www.publicationethics.org.uk>. in cases:

Editors of journals should consider the opinion of the publication, if:

they have clear evidence of the unreliability of the information published, either as a result of conscious actions (for example, falsification of data), or due to good faith errors (for example, errors in calculations or experiments);
the findings have been previously published in another publication and there is no proper reference, authorization and justification for re-publication (i.e. duplicate publication.);
it is plagiarism;
describes unethical research.

Editors of journals should consider the concerns, if:

they received information about the authors' inappropriate actions, but there is no clear evidence of such behavior;
there are arguments that the results of the work are unreliable, and the institution in which the authors work is not going to find out the truth;
they believe that the investigation into the alleged violations committed by the authors in connection with the publication has either not been or will not be fair, impartial and convincing;
the authors' violations are being investigated, but the results are not expected soon enough.

Journal editors should consider making amendments if:

a small part of the rest of the high-quality publication is unreliable (especially because of conscientious errors);
the list of authors / sponsors contains errors (i.e., it does not contain someone who is worthy to be an author, or a person who does not meet the authorship criteria).

In most cases, a review is not appropriate if:

authorship needs to be changed, but there is no reason to doubt the validity of the findings.

XII. Position E-log backup (if journal is no longer published)

The purpose of backup is to prevent loss of information in case of hardware, software, critical and crisis situations, etc.

Information of the following main categories is subject to backup: - personal information of authors (personal directories on file servers); - pdf of published articles; - information about literary links to the article in the DOI system.

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XIII. Journal subscription

Information on subscriptions is available on the journal website in the section "Subscription":

XVI. Journal subscription

The name of the journal in English is International heart and vascular disease journal.

Official sites where information about the journal is placed:

<http://www.heart-vdj.com>

On the reception of the articles, making decisions about publication, reviews – mmamedov@mail.ru

On organizational issues (working with the site, subscription) – editor.ihvdj@gmail.com

Editorial office:

Room 213, Building 2, Prospect Gostinichny 6, Moscow 127106, Russia

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