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The Bulletin of Urooncology is the official journal of the Turkish Urooncology Association. The Bulletin is an independent, peer-reviewed, international journal published quarterly in March, June, September, and December.

The Bulletin accepts research articles in the basic and clinical sciences, reviews of current topics, relevant surgery videos and extraordinary case reports for publication.

The main aim of the journal is to enable all physicians-especially urologists to access research findings from the urooncology field quickly and effectively. It also contributes to physicians' vocational training with specific numbers of reviews, surgery videos and case reports.

The Bulletin accepts manuscripts through an online submission system. Free access to full text versions is provided to members through the website and mobile applications.

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1. General Information

The Bulletin of Urooncology is the official scientific publication of the Turkish Association Urooncology. It is published quarterly (March, June, September, and December). Supplements are also published during the year if necessary. Accepted articles will be published in English online without a hard copy.

The Bulletin publishes basic and clinical research original articles, reviews, editorials, case reports, surgery videos (Video-urooncology) and letters to the editor relevant to urooncology (prostate cancer, urothelial cancers, testis and kidney cancer, benign prostatic hyperplasia, and any aspect of urologic oncology).

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It is the authors' responsibility to ensure their manuscript meets scientific criteria and complies with ethical requirements.

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Measurements should be reported using the metric system, according to the International System of Units (SI).

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All retrospective, prospective, and experimental research articles must be evaluated in terms of biostatistics and should be stated together with an appropriate plan, analysis, and report. P values must be given clearly in the manuscripts (e.g., $p=0.033$). It is the authors' responsibility to prepare a manuscript that meets biostatistical rules.

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Accepted articles will be published in English online. It is the authors' responsibility to prepare a manuscript that meets spelling and grammar rules. Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English are encouraged to consult an expert. All spelling and grammar mistakes in the submitted articles

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The Bulletin of Urooncology publishes articles prepared in compliance with the Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly work in Medical Journals published by International Committee for Medical Journal Editors (ICMJE). Manuscripts that do not meet these requirements will be returned to the author for necessary revision prior to review.

The Bulletin requires that all submissions be submitted according to these guidelines: Manuscripts should be prepared as a word document (*.doc) or rich text format (*.rtf). Text should be double-spaced with 2.5 cm margins on both sides using 12-point type double spaced in Times Roman.

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Each section of the "Main Text" mentioned below should be started on a new page and be organized according to the following sequence:

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- 5) Short Quiz for review articles.

Tables and figures should be uploaded separately.

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A. Original Research Articles

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Content (Main text): Each part should start on a new page.

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A word count for the original articles (excluding title page, acknowledgements, references , figure and table legends) should be provided not exceed 3000 words. Number of references should not exceed 30. Number of figure/tables is restricted to five for original articles.

B. Case Reports

Case reports should include cases which are rarely seen and distinctive in diagnosis and treatment. These can include brief descriptions of a previously undocumented disease process, a unique unreported manifestation or treatment of a known disease process, or unique unreported complications of treatment regimens, and should contribute to our present knowledge.

Content (Main text): Each part should start on a new page.

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-Case Presentation

-Discussion

-References

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These are manuscripts which are prepared on current subjects by experts who have extensive experience and knowledge of a certain

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- **Text:** This part should present detailed information based on current literature about the subject of the review. The author(s) should organize the manuscript into appropriate headings and subheadings to facilitate reading.

-Conclusions

-References

- **Figure Legends:** These should be included on separate page after the references.

-Short Quiz (a list of 3-5 questions about the context of article for CME credit). The editorial board and Urooncology Association of Turkey executive committee will evaluate the answers and members submitting correct answers may receive education grants).

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Number of figure/tables is restricted to five for review articles. Number of references should not exceed 100.

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These short reviews are solicited by the editor, will go through the peer review process, and will cover recently published selected articles in the field of urologic oncology. It is a mini-review article that highlights the importance of a particular topic and provides recently published supporting data. The guidelines stated above for review articles are applicable. Word count should not exceed 1500 and references are limited to 10.

E. Editorial Commentary

These short comments are solicited by the editor and should not be submitted without prior invitation. An original research article is evaluated by specialists in the area (not including the authors of the research article) and this is published at the end of the related article. Word count should not exceed 500 words and number of references is limited to 5.

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These are letters that include different views, experiments, and questions from readers about the manuscripts published in the Bulletin within the last year and should be no more that 500 words with maximum of 5 references. There should be no title or abstract. Submitted letters should indicate the article being referenced (with issue number and date) and the name, affiliation, and address of the author(s). If the authors of the original article or the editors respond to the letter, it will also be published in the Bulletin.

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These videos are solicited by the editor. The videos are prepared on urooncological surgeries by experts who have extensive experience

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Videos should be up to 30 minutes in duration. The video must include audio narration explaining the procedure. All text and audio in the video must be in English. Audio must include narration in clear, grammatically correct English. Videos must be clear, in focus, and without excessive camera movement. Radiographs and other material must not contain any patient-identifiable information. Limited number of slides incorporated into video may be included to provide details of patient history, clinical and laboratory findings.

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C. Main Text (without authors' credentials)

Each section of the main text should be started on a new page and abide to the following sequence according to article type:

-First page: Title, Abstract and Keywords: Abstracts should be prepared in accordance with the specific instructions for the different article types.

Only for original articles, a structured abstract should be provided using the following headings: Objective, Materials and Methods, Results, and Conclusions. Provide 3-5 keywords. English keywords should be provided from Medical Subject Headings (<http://www.nlm.nih.gov/mesh>).

-Introduction: Introduction should include brief explanation of the topic, the objective of the study, and supporting information from the literature.

-Materials and Methods: This section should describe the study plan, indicating whether the study was randomized or nonrandomized, retrospective or prospective, the number of trials, the characteristics, and statistical methods used. If applicable, it should be indicated that the results should be scrutinized.

-Results: This part should summarize the results of the study, with tables and figures presented in numerical order; results should be indicated in accordance with statistical analysis methods used.

-Discussion: The positive and negative aspects of the study data should be discussed and compared with literature.

-Study Limitations: Limitations of the study should be discussed for only original articles. In addition, an evaluation of the implications of the obtained findings/results for future research should be outlined.

-Conclusions: The conclusion of the manuscript should be highlighted.

-References: The author is responsible for the accuracy of references. Cite references in the text with numbers in parentheses. All authors should be listed if four or fewer, otherwise list the first three authors and add et al. Number references consecutively according to the order in which they first appear in the text. Journal titles should be abbreviated according to the style used in Index Medicus (consult List of Journals Indexed in Index Medicus).

Examples for writing references:

Format for journal articles: initials of author's names and surnames. title of article. journal name date; volume: inclusive pages.

Example:

Journal: Soukup V, Dušková J, Pešl M, et al. The prognostic value of t1 bladder cancer substaging: a single institution retrospective study. Urol Int 2014;92:150-156.

Format for books: initials of author's names and surnames. chapter title. In: editor's name, Eds. Book title. Edition, City: Publisher; Year. p. pages.

Example:

Book Chapters: Lang TF, Duryea J. Peripheral Bone Mineral Assessment of the Axial Skeleton: Technical Aspects. In: Orwoll ES, Bliziotes M, eds. Osteoporosis: Pathophysiology and Clinical Management. New Jersey, Humana Pres Inc, 2003;83-104. Books: Greenspan A. Orthopaedic Radiology a Practical Approach. 3rd ed. Philadelphia: Lippincott Williams Wilkins; 2000. p. 295-330.

-Figure legends: These should be included in main text on a separate page after the references.

Instructions to Authors

-Short Quiz: A list of 3-5 questions as the last page about the context of article for CME credit only for review articles.

D. Tables and Figures

If you use data from another published or unpublished source, obtain permission and fully acknowledge that source. Number of figure/tables is restricted to five for original article and reviews and three for case reports. Authors should contact the editor prior to submission regarding any manuscript exceeding these figure/table limitations.

Direct quotations, tables, or illustrations taken from copyrighted material must be accompanied by written permission for their use from the copyright owner and authors.

Tables: Supply each table in a separate file. Number tables according to the order in which they appear in the text, and supply a brief caption for each. Give each column a short or abbreviated heading. Write explanatory statistical measures of variation, such as standard deviation or standard error of mean. Be sure that each table is cited in the text.

Figures: Supply each figure in a separate file. Authors should number figures according to the order in which they appear in the text. Figures include graphs, charts, photographs, and illustrations. Each figure should be accompanied by a legend. Figures should be submitted as separate files, not in the text file. Image files must be cropped as close to the actual image as possible. Pictures/photographs must be in color, clear and with appropriate contrast to distinguish details. Figures, pictures/photographs must be uploaded as separate .jpg or .gif files (approximately 500x400 pixels, 8 cm in width and scanned at 300 resolution). Figure legends should be included in main text on a separate page after the references.

E. Acknowledgements Form

All manuscripts submitted must be accompanied by an "AcknowledgementsForm" which is available at www.uroonkolojibulteni.com. The information in this document will be published as a footnote of the article.

If the manuscript presented as an abstract previously; the name, date, and place of the meeting should be mentioned.

Acknowledgements are given for contributors who may not be listed as authors, or for grant support of the research. Any technical or financial support or editorial contributions (statistical analysis, English evaluation) to the study should appear at the end of the article. IF YOU DID NOT RECEIVE ANY FUNDING FOR THIS WORK, PLEASE STATE "THE AUTHOR(S) RECEIVED NO SPECIFIC FUNDING FOR THIS SUBMISSION."

A statement of financial, commercial or any other relationships of a declarable nature relevant to the manuscript being submitted, (i.e., associations/relationships with the sponsors or any other associations which might lead to a potential conflict of interest), must be included in this section. OTHERWISE THIS SECTION SHOULD INCLUDE THIS STATEMENT: "THE AUTHOR(S) DECLARES(S) THAT THERE IS NO CONFLICT OF INTEREST".

7. Manuscript Submission

As part of the submission process, authors are advised to complete a check-list designed to ensure their submission complies with the instructions for authors, and submissions may be returned to authors who do not adhere to these guidelines.

The Bulletin of Urooncology only accepts electronic manuscript submission at the web site www.uroonkolojibulteni.com.

Manuscripts should be prepared as a word document (*.doc) or rich text format (*.rtf). Text should be double-spaced with 2.5 cm margins on both sides using 12-point type double spaced in Times Roman.

Submissions must include according to the following sequence:

A-Original Article

- 1) Copyright Transfer and Author Declaration Statement Form
- 2) Title Page
- 3) Main text (without authors' credentials): Each part should start on a new page.

First page (Title- structured abstract – keywords), Introduction, Materials and Methods, Results, Discussion, Study Limitations, Conclusions, References, Figure legends

- 4) Table(s)
- 5) Figure(s)
- 6) Acknowledgements Form

B. Case Reports

- 1) Copyright Transfer and Author Declaration Statement Form
- 2) Title Page
- 3) Main text (without authors' credentials): Each part should start on a new page.

First page (Title- abstract – keywords), Introduction, Case Presentation, Discussion, References, Figure legends

- 4) Table(s)
- 5) Figure(s)
- 6) Acknowledgements Form

C-Review Article

- 1) Copyright Transfer and Author Declaration Statement Form
- 2) Title Page
- 3) Main text (without authors' credentials): Each part should start on a new page.

First page (Title- abstract – keywords), Introduction, Text (appropriate headings and subheadings), Conclusions, References, Figure legends, Short Quiz

- 4) Table(s)
- 5) Figure(s)
- 6) Acknowledgements Form

D. Literature Review

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- 2) Title Page
- 3) Main text (without authors' credentials): Each part should start on a new page.

First page (Title- abstract – keywords), Introduction, Text (Appropriate headings and subheadings), Conclusions, References, Figure legends

- 4) Table(s)
- 5) Figure(s)
- 6) Acknowledgements Form

E. Editorial Commentary

- 1) Copyright Transfer and Author Declaration Statement Form
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- 3) Main text (Text, References)
- 4) Acknowledgements Form

F. Letters to the Editor

- 1) Copyright Transfer and Author Declaration Statement Form
- 2) Title Page (The title is "Letter to Editor about.....")
- 3) Main text (Text, References)
- 4) Acknowledgements Form

G. Surgery Videos (Video-urooncology)

- 1) Copyright Transfer and Author Declaration Statement Form
- 2) Title Page
- 3) Summary (without authors' credentials)
- 4) Video
- 5) Acknowledgements Form

Correspondence

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