INSTRUCTIONS TO AUTHORS

*Acta Pharmaceutica* (AP) is a fully open access journal, which publishes original research papers, short communications, preliminary communications and review articles, in the pharmaceutical and related sciences. The journal also carries book reviews and obituaries. The last issue within each volume (No. 4) gives table of contents throughout the volume, as well as instructions to authors. Reviewers are acknowledged in the next issue.

Publishing frequency of AP is four times a year (volume).

Full papers in pdf of current/previous issues may be found on the websites:

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AIMS AND SCOPE

AP is an international, multidisciplinary scientific journal devoted to pharmaceutical and allied sciences which contains articles predominantly on core biomedical and health subjects. The aim of AP is to increase the impact of pharmaceutical research in academia, industry and laboratories. With strong emphasis on quality and originality, AP publishes reports from the discovery of a drug up to clinical practice. Topics covered span from analytics of drugs, through biochemistry, pharmaceutics/biopharmacy and pharmacokinetics, pharmacodynamics, cell biology, clinical pharmacy, drug design/delivery/disposition and stability, genetics, medicine (including diagnostics and therapy), pharmaceutical chemistry/medicinal chemistry, drug metabolism, molecular modelling/docking studies, pharmacology (clinical and animal), peptide and protein chemistry/protein design, nanosystems/pharmaceutical technology/formulation studies, cosmetology, pharmacognosy, radiopharmaceuticals, toxicology to pharmacoepidemiology/pharmacoeconomics, and more.

PUBLICATION CHARGES

Because of the high cost of preparing and publishing articles in *Acta Pharmaceutica* payment of publication fee is mandatory for all articles accepted for publication. Current charge is 900 € per manuscript (excl. VAT).

Authors will receive an invoice right after acceptance of their paper which will not be published before the fee has been paid.

Prices are subject to change without notice. Payments should be made to the invoice of the publisher, Croatian Pharmaceutical Society, Masarykova 2, HR-10000 Zagreb, Croatia, through ZAGREBACKA
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EDITORIAL POLICY

*Original research papers* should contain unpublished results of original research, which should be presented in sufficient detail to ensure the reproducibility of the described experiments. Should not contain more than 60 literature citations and preferably not more than 10 appendices (including schemes, tables and figures).

*Short communications* provide reports on short, but completed research or descriptions of original laboratory techniques. They should not contain more than 30 literature citations.

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*Review articles* are concise and critical surveys of novel accomplishments in the author's research field. They may also contain original theoretical considerations. The results and role of the author's research must be clearly distinguished from the results of the investigators referenced. As far as review articles are concerned *Acta Pharmaceutica* prefers critical reviews written by the authors already distinguished in the respective field. Otherwise, the review article should cover the topic of the utmost scientific interest.

Meta-analysis reviews are also welcome.

Only papers providing previously unpublished scientific information will be entered in the first three of the above categories. Authors should specify to which of the four categories the submitted material should be allocated, but the Editorial Board reserves the right to make the final decision. Authors of review articles are advised to consult the Editorial Board prior to submitting the article.

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Manuscripts submitted to AP are only accepted on the understanding that they are subject to editorial pre-screening (which may result in desk rejection) and single-blind peer-review of at least two independent referees, that they are submitted on an exclusive basis, and that recommendations to comply with ethical standards when performing clinical and other biological experiments have been adhered to. Submission implies that the material submitted to Acta Pharmaceutica is original and has not been published and is not in press or under consideration for publication (except in the form of 1-page abstract or as part of academic thesis), whole or in part, in print or electronic format, in any other journal or any other medium, including preprints, electronic journals and computer databases in the public domain.

Reports of biological/clinical research carried out in human subjects must contain a statement indicating approval by the local ethics committee (giving its address) and compliance with the Helsinki Declaration and its revisions, as well as an affirmation that written informed consent has been obtained from each patient. “Approval” is also needed for research with experimental animals, namely, for any use of biological material of human/animal origin.

Manuscripts should be submitted as an e-mail attachment to the Editor-in-Chief at: svjetlana.luterotti@pharma.hr or svjetlana.luterotti@gmail.com.

A cover letter should be included stating the wish to publish in Acta Pharmaceutica and identifying the corresponding author (with position and full institutional postal and e-mail addresses), and including a statement indicating that all authors approve the submission of the manuscript to Acta Pharmaceutica. Novelty and significance of research should be shortly but clearly elaborated.

The authors are encouraged to suggest three referees (providing all relevant information: full name and position, affiliation, postal and electronic mail addresses), but the Editional Board reserves the right to choose other referees, who will remain anonymous.

Both Editor and reviewer responsibilities include accountability, standards of objectivity and fairness, promptness and confidentiality.

Each article accepted for publication is language edited. The editorial staff reserves the right to make editorial corrections of the manuscript and adjust it to the requirements of the Journal.

During the submittance phase or just before commencing the reviewing process of the manuscript authors should sign Authors’ Agreement Form and Open Access License and return it to the Editor-in-Chief or co-Editor (by e-mail).

Manuscripts will be assigned to an appropriate co-Editor by the Editor-in-Chief, for a preliminary review. After passing a preliminary review the manuscript is subject to full reviewing process. The submitting author will receive acknowledgement of receipt of the manuscript from the Editor in the phase of initiating the reviewing process. In case of contradicting reviews of 2 referees, the manuscript will be sent to the third one and/or subjected to editorial evaluation. Articles are considered for
publication depending on their research value/integrity and scientific relevance. Rejection rate is close to 80%.

An author receiving reviews and editorial recommendations for revision of a manuscript has three months to complete the revision and return the manuscript to the co-Editor or Editor-in-Chief. Unless authors have permission from the Editor for a brief delay, manuscript requiring more than three months for revision should be submitted as a new manuscript.

CONTENT AND STRUCTURE OF THE MANUSCRIPTS

The manuscripts should be submitted in grammatically and stylistically correct English and written in the concisest form possible, which still ensures clarity of presentation. The form and illustrations of the manuscripts should strictly comply with the style of AP and the recently published papers.

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The Authors should give information on the source of funding, author’s contribution and ORCID, and conflict of interest, along with the Acknowledgements.

According to the methods of modern information science, the title of submitted paper should be short and informative; double titles should be avoided. The title should be followed by the full names of all authors, and these by the title(s) and addresses of the institution(s). Corresponding author should be indicated in the footnote with the valid, preferably institutional, e-mail address. An abstract (short summary) of 200 words or less and keywords (up to 6) should be supplied. The abstract should be written in the third person. Its main purpose is to aid the abstracting journals to copy it literally. The abstract should contain solely the essential results and conclusions of the presented work. Textual formulations from the title should not be repeated and the findings rather than the aim of the work should not be described. It must be only one paragraph.

Manuscripts should be divided into chapters. The aim of the work should be explained in the introductory part. The work that directly preceded the submitted information should be described in the shortest form possible. Introduction should be written in the form of a report and extensive literature reviews (except for review articles) will not be accepted. Since the articles are intended for experts in their respective fields, no general information should be given.

Experimental data should be presented logically in a straightforward and clear fashion. Well known methods and techniques should not be described in detail. They should be designated only by the
names of their authors and/or literature references. Statistical methods should be applied, where necessary, to present the results. Non-standard computational methods and softwares should be shortly introduced and followed with a quote. SI units should be used throughout.

**Results and discussion** (R&D) should be combined in one section, and followed by short conclusions which do not repeat what is said in R&D section but bring very shortly the most important achievements of the current work and prospectives for the future work.

Authors bear sole responsibility for the accuracy and completeness of references. DOI (Digital Object Identifier) should be appended to each reference possible and care should be taken about its accuracy.

The literature citations should be selective rather than extensive. An exception to this rule are the review articles. The references should be listed on a separate sheet numbered by Arabic numerals according to the sequence in which they appear (in parentheses) in the text. If a reference is cited twice or more times, the same number should be used throughout. References such as »personal communication« or »unpublished results« are not allowed; for papers already accepted for publication it should stay »in press« with the stated name of the journal and DOI. References from journals should include the initials of the first (and middle) name, last name of all authors, the international abbreviation of the journal (according to the Chemical Abstracts), volume and issue, year of publication (in parentheses), and full pages. References from books should contain the initials of the first (and middle) name, last name of the author(s) or editors, the title of the book, edition, volume, the publisher, city and year of publishing, and full pages. The punctuation in the references should comply with the examples given below.

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The checklist below also gives a quick guide to submitting publication-quality electronic artwork:

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Use standard fonts that are legible and of an appropriate size. We recommend the following fonts: Times, Times New Roman, Arial and Helvetica. Make sure that any labelling is legible against the background, and that lines are of a suitable thickness.

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