



## Morphologie

### Guide for authors

*Morphologie* is the peer-reviewed official and academic journal of “*Association des Morphologistes*”, the French speaking society of Morphology. The journal has a medical focus for teachers, students, researchers and clinicians in anatomy and morphology. It analyses the most current developments in these specialities, both in France and internationally. The objective of *Morphologie* is to offer privileged readings in the form of general reviews, original articles, didactic updates, and book reviews, which will allow teachers to optimise their courses and specialists to enrich their knowledge.

The journal aims an international dimension, publishing peer-reviewed clinical and research articles, reviews articles, epidemiological studies, guidelines, consensus statements. The journal also publishes abstracts of the annual sessions from the national congress of the French speaking society of Morphology : “*Association des Morphologistes*” and from the national French congress of the Histologists, Embryologists and Cytogeneticists.

#### INTRODUCTION

##### Indexation

PubMed/Medline  
SCImago Journal Rank (SJR)  
Scopus  
ScienceDirect  
Hinari Embase  
Pascal Francis

##### Language

English

##### Manuscript categories

The authors should indicate the category of their manuscript, submitted as a numbered Word file (PDF format is not allowed for text and tables). However, the Editorial Board may decide to publish the manuscript in a different category. The authors are advised to read previous issues of the journal to choose their manuscript category. The categories are listed below.

##### Editorial

Editorials expound opinions, describe noteworthy facts, summarize prominent studies, report news, or provide perspective. The authors are free to choose the outline. There is no abstract. Although editorials are often commissioned by the Editorial Board, spontaneous submissions are welcome, with or without a pre-submission inquiry to the editors.

Maximum number of words : 1500

Maximum number of references: 15

Maximum number of figures or tables : 2

##### Research paper (Original article)

Research papers or Original articles report new and original work that has not been published elsewhere (except as an abstract at a conference).

Th abstract must be structured (see below)and in English only.

The last paragraph of the introduction should state the question or questions of the study, whose answers are found in the results section.

The results should be described concisely, with no redundancies between the text and the tables or figures.

The discussion should start with a brief summary of the results and an explanation of how the results contribute to answer the study question or questions. The discussion should be brief; in general, onethird of the total manuscript length is appropriate.

The manuscript should not exceed 3000 words (word count do not need to include the abstract, references, tables and figure captions), counting the title page and all other pages except tables.

Maximum number of authors: 20

Maximum number of references: 50

Maximum number of figures/tables: 8

#### Review article

The manuscript should not exceed 5000 words (word count do not need to include the abstract, references, tables and figure captions), counting the title page and all other pages except tables.

It requires an unstructured or not abstract (250 words maximum).

The number of references should not exceed 75.

The maximum number of figures/tables/illustrations should not exceed 5.

#### Short communication

This article presents concise and important new information on study results.

No abstract - 1200 words

Maximum references number: 15

Maximum number of figures or tables: 2

Maximum number of authors: 10

#### Letters to editors

This article presents preliminary studies or short reports.

No abstract.

Headings : 1200 words

Maximum references number : 15

Maximum number of figure: 1

Maximum number of table: 1

Maximum number of authors: 6

#### Anatomic variations

This article presents an interesting observation or a case series.

No abstract.

Headings: 1200 words

Maximum references number: 15

Maximum number of figure: 1

Maximum number of table: 1

Maximum number of authors: 6

#### Recommendations, Guidelines

The article format may not allow the publication of all the data and the authors are therefore asked to prepare a condensed summary. Heading: 8000 words, 250 references.

The abstract is particularly important, specially for the recommendations whom main database should be cited.

The abstract must be in English only.

#### Correspondence

The contents refer to an article published recently in the journal. The author or authors of that article may then submit a reply, which is usually published.

Headings: 800 words, 5 references.

Maximum number of authors: 5

### ***Submission checklist***

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:**

**One author** has been designated as the corresponding author with contact details:

- E-mail address
- Full postal address

**All necessary files have been uploaded:**

*Manuscript:*

- Include keywords
- All figures (include relevant captions)
- All tables (including titles, description, footnotes)
- Ensure all figure and table citations in the text match the files provided
- Indicate clearly if color should be used for any figures in print
- Graphical Abstracts / Highlights files (where applicable)
- Supplemental files (where applicable)

**Further considerations**

- Manuscript has been 'spell checked' and 'grammar checked'
- All references mentioned in the Reference List are cited in the text, and vice versa
- Permission has been obtained for use of copyrighted material from other sources (including the Internet)
- A competing interest's statement is provided, even if the authors have no competing interests to declare
- Journal policies detailed in this guide have been reviewed
- Referee suggestions and contact details provided, based on journal requirements

For further information, visit our [Support Center](#).

### **BEFORE YOU BEGIN**

#### ***Ethics in publishing***

Please see our information on [Ethics in publishing](#).

#### ***Studies in humans and animals***

If the work involves the use of human subjects, the author should ensure that the work described has been carried out in accordance with [The Code of Ethics of the World Medical Association](#) (Declaration of Helsinki) for experiments involving humans. The manuscript should be in line with the [Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals](#) and aim for the inclusion of representative human populations (sex, age and ethnicity) as per those recommendations. The terms [sex and gender](#) should be used correctly.

Authors should include a statement in the manuscript that informed consent was obtained for experimentation with human subjects. The privacy rights of human subjects must always be observed.

All animal experiments should comply with the [ARRIVE guidelines](#) and should be carried out in accordance with the U.K. Animals (Scientific Procedures) Act, 1986 and associated guidelines, [EU Directive 2010/63/EU for animal experiments](#), or the National Research Council's [Guide for the Care and Use of Laboratory Animals](#) and the authors should clearly indicate in the manuscript that such guidelines have been followed. The sex of animals must be indicated, and where appropriate, the influence (or association) of sex on the results of the study.

#### ***Informed consent and patient details***

Studies on patients or volunteers require ethics committee approval and informed consent, which should be documented in the paper. Appropriate consents, permissions and releases must be obtained where an author wishes to include case details or other personal information or images of patients and any other individuals in an Elsevier publication. Written consents must be retained by the author but copies should not be provided to the journal. Only if specifically requested by the journal in exceptional circumstances (for example if a legal issue arises) the author must provide copies of the consents or evidence that such consents have been obtained. For more information, please review the [Elsevier Policy on the Use of Images or Personal Information of Patients or other](#)

**Individuals.** Unless you have written permission from the patient (or, where applicable, the next of kin), the personal details of any patient included in any part of the article and in any supplementary materials (including all illustrations and videos) must be removed before submission.

### Declaration of interest

All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential competing interests include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Authors must disclose any interests in two places:

**1. A summary declaration of interest statement** in the title page file (if double anonymized) or the manuscript file (if single anonymized).

If there are no interests to declare then please state this: '[Declarations of interest: none](#)'.

If they are interests to declare, every co-author must declare them at the end of the article, before References.

For example:

#### Competing interest:

C.R. Occasional involvements: advisory services: Company X

E.L. Financial interests in a company: Company Y

J.-J.E. Clinical trials: as main investigator or study coordinator

**2. Detailed disclosures as part of a separate Declaration of Interest form**, which forms part of the journal's official records. It is important for potential interests to be declared in both places and that the information matches.

[More information.](#)

### Declaration of Generative AI in scientific writing

Where authors use generative artificial intelligence (AI) and AI-assisted technologies in the writing process, authors should:

- Only use these technologies to improve readability and language, not to replace key researcher tasks such as interpreting data or drawing scientific conclusions.
- Apply the technology with human oversight and control, and carefully review and edit the result, as AI can generate authoritative-sounding output that can be incorrect, incomplete or biased.
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Inclusive language acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Content should make no assumptions about the beliefs or commitments of any reader; contain nothing which might imply that one individual is superior to another on the grounds of age, gender, race,

ethnicity, culture, sexual orientation, disability or health condition; and use inclusive language throughout. Authors should ensure that writing is free from bias, stereotypes, slang, reference to dominant culture and/or cultural assumptions. We advise to seek gender neutrality by using plural nouns ("clinicians, patients/clients") as default/wherever possible to avoid using "he, she," or "he/she." We recommend avoiding the use of descriptors that refer to personal attributes such as age, gender, race, ethnicity, culture, sexual orientation, disability or health condition unless they are relevant and valid. When coding terminology is used, we recommend avoiding offensive or exclusionary terms such as "master", "slave", "blacklist" and "whitelist". We suggest using alternatives that are more appropriate and (self-) explanatory such as "primary", "secondary", "blocklist" and "allowlist". These guidelines are meant as a point of reference to help identify appropriate language but are by no means exhaustive or definitive.

## Reporting sex- and gender-based analyses

### Reporting guidance

For research involving or pertaining to humans, animals or eukaryotic cells, investigators should integrate sex and gender-based analyses (SGBA) into their research design according to funder/sponsor requirements and best practices within a field. Authors should address the sex and/or gender dimensions of their research in their article. In cases where they cannot, they should discuss this as a limitation to their research's generalizability. Importantly, authors should explicitly state what definitions of sex and/or gender they are applying to enhance the precision, rigor and reproducibility of their research and to avoid ambiguity or conflation of terms and the constructs to which they refer (see Definitions section below). Authors can refer to the [Sex and Gender Equity in Research \(SAGER\) guidelines](#) and the [SAGER guidelines checklist](#). These offer systematic approaches to the use and editorial review of sex and gender information in study design, data analysis, outcome reporting and research interpretation - however, please note there is no single, universally agreed-upon set of guidelines for defining sex and gender.

### Definitions

Sex generally refers to a set of biological attributes that are associated with physical and physiological features (e.g., chromosomal genotype, hormonal levels, internal and external anatomy). A binary sex categorization (male/female) is usually designated at birth ("sex assigned at birth"), most often based solely on the visible external anatomy of a newborn. Gender generally refers to socially constructed roles, behaviors, and identities of women, men and gender-diverse people that occur in a historical and cultural context and may vary across societies and over time. Gender influences how people view themselves and each other, how they behave and interact and how power is distributed in society. Sex and gender are often incorrectly portrayed as binary (female/male or woman/man) and unchanging whereas these constructs actually exist along a spectrum and include additional sex categorizations and gender identities such as people who are intersex/have differences of sex development (DSD) or identify as non-binary. Moreover, the terms "sex" and "gender" can be ambiguous—thus it is important for authors to define the way they are used. In addition to this definition guidance and the SAGER guidelines, [the resources on this page](#) offer further insight around sex and gender in research studies.

## Contributors

Each author is required to declare his or her individual contribution to the article: all authors must have materially participated in the research and/or article preparation, so roles for all authors should be described. The statement that all authors have approved the final article should be true and included in the disclosure.

## Authorship

All authors should have made substantial contributions to all 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.

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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

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### [Clinical Trials](#)

This journal follows the [International Committee of Medical Journal Editors \(ICMJE\) clinical trials registration guidelines](#).

### Registration

Clinical Trials must be registered in a public trials registry. Purely observational studies, in which the assignment of the medical intervention is not at the discretion of the investigator, do not require registration.

Some important points:

- Trials must be registered at or before the onset of patient enrolment.
- The clinical trial registration number must be included at the end of the article abstract.
- A clinical trial is defined as any research study that prospectively assigns human participants, or groups of humans, to one or more health-related interventions to evaluate the effects of health outcomes.

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Please write your text in good English (American or British usage is accepted, but not a mixture of these). Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English may wish to use the [English Language Editing service](#) available from Elsevier's Author Services.

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## PREPARATION

### Peer review

This journal operates a single anonymized review process. All contributions will be initially assessed by the editor for suitability for the journal. Papers deemed suitable are then typically sent to a minimum of two independent expert reviewers to assess the scientific quality of the paper. The Editor is responsible for the final decision regarding acceptance or rejection of articles. The Editor's decision is final. Editors are not involved in decisions about papers which they have written themselves or have been written by family members or colleagues or which relate to products or services in which the editor has an interest. Any such submission is subject to all of the journal's usual procedures, with peer review handled independently of the relevant editor and their research groups. The following statement will be placed at the end of the manuscript or in a footnote: *Given their role as Member(s) of the Editorial Board /Editor-in-Chief/Associate Editor(s)/Guest Editor(s) for this journal, the author(s) had no involvement in the peer-review process of this article, nor did they have access to any information regarding this process. They did not participate in the decision-making regarding the article.* [More information on types of peer review.](#)

### Use of word processing software

It is important that the file be saved in the native format of the word processor used. The text should be in single-column format. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. In particular, do not use the word processor's options to justify text or to hyphenate words. However, do use bold face, italics, subscripts, superscripts etc. When preparing tables, if you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the [Guide to Publishing with Elsevier](#)). Note that source files of figures, tables and text graphics will be required whether or not you embed your figures in the text. See also the section on Electronic artwork.

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

### Article structure (for research articles)

#### Subdivision - numbered sections

Divide your article into clearly defined and numbered sections. Subsections should be numbered

1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract is not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to 'the text'. Any subsection may be given a brief heading. Each heading should appear on its own separate line.

## 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.

## Glossary

Please supply, as a separate list, the definitions of field-specific terms used in your article.

## 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.

## Essential title page information

- **Title.** Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.
- **Author names and affiliations.** Please clearly indicate the given name(s) and family name(s) of each **author** and check that all names are accurately spelled. You can add your name between parentheses in your own script behind the English transliteration. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript letter immediately **after** the author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author.
- **Corresponding author.** Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. This responsibility includes answering any future queries about Methodology and Materials. **Ensure that the e-mail address is given and that contact details are kept up to date by the corresponding author.** **Present/permanent address.** If an author has moved since the work described in the article was done, or was visiting at the time, a 'Present address' (or 'Permanent address') may be indicated as a footnote to that author's name. The address at which the author actually did the work must be retained as the main affiliation address. Superscript Arabic numerals are used for such footnotes.

## Highlights

Highlights are optional yet highly encouraged for this journal, as they increase the discoverability of your article via search engines. They consist of a short collection of bullet points that capture the novel results of your research as well as new methods that were used during the study (if any). Please have a look at the examples here: [example Highlights](#).

Highlights should be submitted in a separate editable file in the online submission system. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters, including spaces, per bullet point).



### Abstract

A concise and factual abstract is required. The abstract should state briefly the purpose of the research, the principal results and major conclusions. An abstract is often presented separately from the article, so it must be able to stand alone. For this reason, References should be avoided, but if essential, then cite the author(s) and year(s). Also, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself. The abstract must be in English only.

### Graphical abstract

Although a graphical abstract is optional, its use is encouraged as it draws more attention to the online article. The graphical abstract should summarize the contents of the article in a concise, pictorial form designed to capture the attention of a wide readership. Graphical abstracts should be submitted as a separate file in the online submission system. Image size: Please provide an image with a minimum of 531 × 1328 pixels (h × w) or proportionally more. The image should be readable at a size of 5 × 13 cm using a regular screen resolution of 96 dpi. Preferred file types: TIFF, EPS, PDF or MS Office files.

You can view [Example Graphical Abstracts](#) on our information site.

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Immediately after the abstract, provide a maximum of 6 keywords, using American spelling and avoiding general and plural terms and multiple concepts (avoid, for example, 'and', 'of'). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. These keywords will be used for indexing purposes.

### Abbreviations

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 proofreading the article, etc.).

### Formatting of funding sources

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

*Funding: This work was supported by the National Institutes of Health [grant numbers xxxx, yyyy]; the Bill & Melinda Gates Foundation, Seattle, WA [grant number zzzz]; and the United States Institutes of Peace [grant number aaaa].*

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.

If no funding has been provided for the research, it is recommended to include the following sentence:

*This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.*

### Units

Follow internationally accepted rules and conventions: use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.

### Footnotes

Footnotes should be used sparingly. Number them consecutively throughout the article. Many word processors can build footnotes into the text, and this feature may be used. Otherwise, please indicate the position of footnotes in the text and list the footnotes themselves separately at the end of the article. Do not include footnotes in the Reference list.

## Artwork

### Electronic artwork

#### General points

- Make sure you use uniform lettering and sizing of your original artwork.
- Embed the used fonts if the application provides that option.
- Aim to use the following fonts in your illustrations: Arial, Courier, Times New Roman, Symbol, or use fonts that look similar.
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- Use a logical naming convention for your artwork files.
- Provide captions to illustrations separately.
- Size the illustrations close to the desired dimensions of the published version.
- Submit each illustration as a separate file.
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A detailed [guide on electronic artwork](#) is available.

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- Supply files that are too low in resolution;
- Submit graphics that are disproportionately large for the content.

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#### Figure captions

Ensure that each illustration has a caption. Supply captions separately, not attached to the figure. A caption should comprise a brief title (**not** on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

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Please submit tables as editable text and not as images. Tables can be placed either next to the relevant text in the article, or on separate page(s) at the end. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Be sparing in the use of tables and ensure that the data presented in them do not duplicate results described elsewhere in the article. Please avoid using vertical

rules and shading in table cells.

## **References**

### **Citation in text**

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Any references cited in the abstract must be given in full. Unpublished results and personal communications are not recommended in the reference list but may be mentioned in the text. If these references are included in the reference list, they should follow the standard reference style of the journal and should include a substitution of the publication date with either 'Unpublished results' or 'Personal communication'. Citation of a reference as 'in press' implies that the item has been accepted for publication.

### **Reference links**

Increased discoverability of research and high-quality peer review are ensured by online links to the sources cited. In order to allow us to create links to abstracting and indexing services, such as Scopus, CrossRef and PubMed, please ensure that the data provided in the references are correct. Please note that incorrect surnames, journal/book titles, publication year and pagination may prevent link creation. When copying references, please be careful as they may already contain errors. Use of the DOI is highly encouraged.

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