

Instructions to Authors for Manuscripts to be Published in the Biomechanics and Medicine in Swimming XI. Title Length not to Exceed 150 Characters

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Biomechanics and Medicine in Swimming XI is the book of proceedings of the IX International Symposium for Biomechanics and Medicine in Swimming. These instructions explain how to prepare and type the paper so that it is clear, attractive, and consistent with the other papers in the book. They give guidance on layout, typing style, illustrations, copyright and references. These instructions must be carefully followed by the authors and they are intended to be a model for authors to copy. The deadline for Submission of full text papers is January 18th, 2010. The abstract of the manuscript should provide sufficient information for readers to fully assess the aims, methods, results and implications of the research. The abstract must not contain more than 10 lines. Do not use a heading for the abstract and write the abstract as an unbroken single paragraph.

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Key words: No more than one line for the key words

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INTRODUCTION

The series of International Symposium for Biomechanics and Medicine in Swimming started in 1970 in Brussels. Since then, ten successful meetings have been organised all over the world (Table 1). The 11th symposium will be organised by the Norwegian School of Sport Science, Oslo, June 16th-19th, 2010. At the Symposium, a proceedings book will be published. All major sports sciences will be represented both at the Symposium and in the book. On the basis of peer reviewed papers (Clarys, 1996) Swimming Physiology and Biomechanics seem to have attracted the most researchers (fig. 1). The organisers of BMS 2010 encourage you to follow these instructions carefully to help produce a quality book in line with previous BMS organisers (e.g. Keskinen et al., 1999), which is an attractive, permanent record of the event. Papers late or not in the right format will not be published.

The manuscript will include the following four sections: INTRODUCTION consisting of a brief review on relevant literature and the purposes of the study, METHODS describing and explaining data collection and processing, RESULTS may be in the form of text, graphics or tables, DISCUSSION explaining the major findings and a list of CONCLUSIONS, and REFERENCES that acknowledges the source of each item. The main emphasis should be on the results and discussion. Please try to minimise the number of references by quoting only those that have a major impact on the matter in question. The purposes of the study must be clearly identified at the end of the introduction.

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METHODS

This section should be sufficiently detailed so that readers can understand precisely what has been done without studying the references directly. The description may be abbreviated when well accepted techniques have been used.

Authors are requested to submit manuscripts for reviewers not exceeding six pages, including tables and figures. The scripts must be prepared in A4 size (210 mm wide, 297 mm high) format. The article must be formatted ready for print in rich text format (.rtf) or MS word file format. The file must be cleared of all format codes from reference managers, automatic text fields, auto-numbering of tables and illustrations and other coding fields. Do not create top- or bottom texts, footnotes or page numbers.

The manuscript should be typed and written within a 15 cm wide and 23,7 mm high rectangle with 30-mm margins around (up, down, left, right). The text should be left and right justified, single-spaced, a character size set at 12 points with a Times New Roman typeface. Set tabs at 7.5 mm for paragraph indents. Select English-UK for spell-checking.

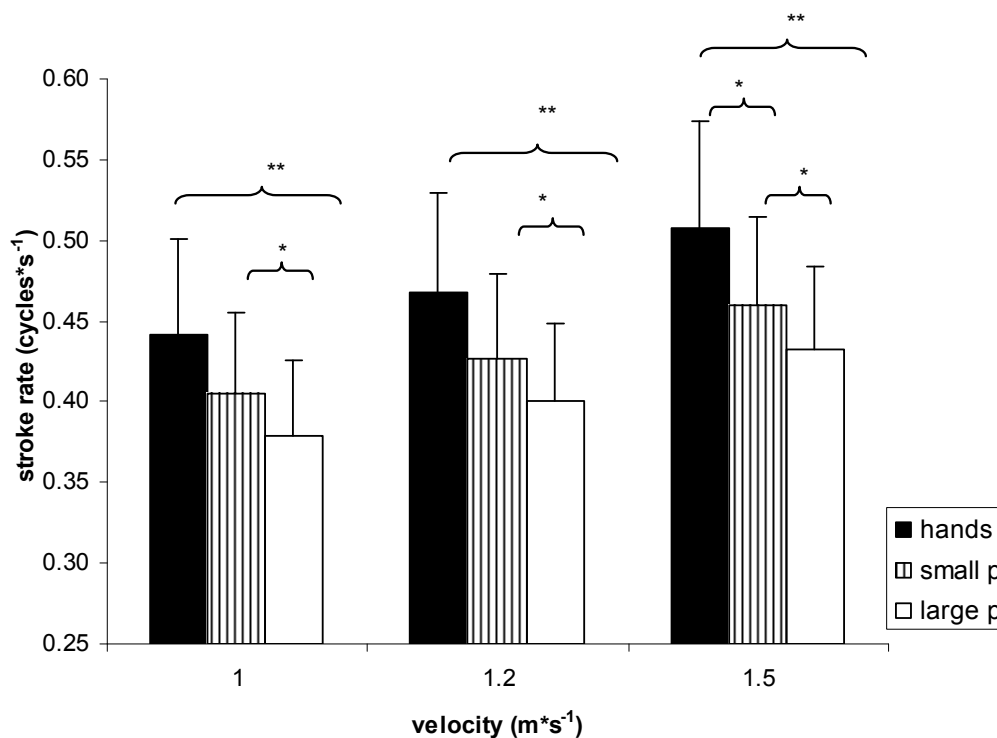


Figure 1. The figures should appear as clean and light as possible. No frame around. Axis text and numbers with font size 10pt or larger. Center the figure between the left and right margins, and place the figure in a separate paragraph- or text block.

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Type the head title of the manuscript in Mixed Case letters in the first rows of the paper and thereafter leave one line empty. The title should be identical to the title of the abstract submitted for presentation at the conference. Then, type the name(s) of the author(s) without university degrees or titles, separated by commas, and then leave one line empty. Names of authors should be with initials for first names (e.g. Smith, T. L.), and identical to the abstract submitted for the conference. Affiliation(s), city and country should be without street addresses and zip codes. Leave three lines empty before

the abstract. Start the keywords (maximum two lines) with a new line and then leave three lines empty after the abstract (including key words).

Please write the titles of each section in CAPITAL letters and left-justify the text. Do not separate titles or paragraphs by a blank line but leave one line empty before each section. Leave a 7.5-mm indentation at the beginning of each new paragraph. Please observe that there is no indentation in the first paragraph after the section title. Provide line drawings and photographs in the correct size for insertion within the text. Use only black and white illustrations. Figures and captions must remain within the defined text limits. Figures should be pasted in the appropriate position in the manuscript. Each drawing should be numbered and have a short caption commentary. Equations can be provided either as line drawings or as glossy photographs in the correct size. Only SI units are to be employed.

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RESULTS

The results of the study should be presented precisely. Keep discussion of their importance to a minimum in this section of the manuscript. Keep the tables clear and non-complicated (e.g. Table 1). The tables must be numbered in the order in which they appear and positioned in their correct place within the text. Each table must have a self-contained title, and units of measurement should be clearly given for all data.

The references to published work should be cited by author name in the text and listed in alphabetical order, according to the APA style, with one adjustment: In-text citations should never include more than two author names, or “first_author et al.” (also at the first appearance of the citation in the text). Citations should be within brackets. Where author’s name is given in the text, initials should only be used to avoid confusion with namesakes. Where three or more workers have collaborated, it is preferable to give only the first author’s name with “et al.” Examples of different types of references are given below: journal article (Fernandes et al., 2003), complete book (Maglischo, 2003), and chapter of a book (Balon, 1999).

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Table 1. The International Symposia for Biomechanics and Medicine in Swimming.

	Year	City	Country	Proceedings Editors
I	1970	Brussels	Belgium	Lewillie, Clarys
II	1974	Brussels	Belgium	Clarys, Lewillie
III	1978	Edmonton	Canada	Terauds, Bedingfield
IV	1982	Amsterdam	The Netherlands	Hollander, Huijing, de Groot
V	1986	Bielefeld	Germany	Ungerechts, Wilke, Reischle
VI	1990	Liverpool	United Kingdom	MacLaren, Reilly, Lees
VII	1994	Atlanta	Georgia, USA	Troup et al.
VIII	1998	Jyväskylä	Finland	Keskinen, Komi, Hollander
IX	2002	St-Etienne	France	Chatard
X	2006	Porto	Portugal	Vilas-Boas, Alves, Marques

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DISCUSSION

The discussion should relate directly to the study being reported. Do not include a general review of the topic. Each submission must be your own original work that has not been published or offered elsewhere. If some parts of your paper (e.g. tables or illustrations) have already been published, you must obtain permission in writing from the copyright owner before including them. Each submitted paper will be reviewed.

The printing house will send the proofs of the reformatted manuscripts only to the editors of the book. Therefore, it is essential that you as the author ensure that your submitted manuscript is complete. Note that this example paper is 5 pages, but authors can extend their contribution to 6 pages.

Please remember that style in your use of the English language may be a determining factor in whether or not the reader is able to follow your paper. It is always unfortunate when difficult style prevents reader and reviewer from discovering contents which may be very relevant and valuable. Remember that editing and reviewing are two different things. Do not expect a professional reviewer to spend several hours editing, to make sense of the language before being able to pass judgement on the content. It is therefore highly recommended that you subject your manuscript to a round of independent reading by a third party, to give you feedback on whether the language is clear. If you are not a native English speaker and do not have a considerably high level of expertise in written English,, please make use of a professional editor. In this way you greatly improve the chances of the paper being accepted and you provide the reviewer with the pleasant experience of understanding your work sufficiently to make genuine comments on the content, to both your and the readers benefit.

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Figure 2. This picture is an example of sufficient quality for publishing and should be centered between margins. Remember that pictures will be printed in grayscale, not in color.

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CONCLUSION

Although there are many reasons why papers are rejected from conference proceedings, the most common are the use of unscientific methods or poor reporting of methods and a general lack of clarity. Another cause of rejection is failure to establish the relevance of the study. Finally, failure to write clear and understandable English language is a common reason of rejection.

With regard to the Biomechanics and Medicine in Swimming Symposium, authors are strongly advised to explain the implications and applications of their work for coaches and athletes. When preparing their papers authors should follow the guidelines presented in this paper. An alphabetical list of REFERENCES should conform to the guidelines of the latest edition of the APA-style. Use a 7.5mm hanging indent on each of the references. Authors bear complete responsibility for the accuracy of the references. Remember that the final revision of the manuscript must be submitted free of

any coding from reference-managers and free of any “track changes” codes – i.e. in a ready to print mode.

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REFERENCES

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- Keskinen, K. L., Komi, P. V., & Hollander, A. P. (1999). *Biomechanics and medicine in swimming VIII*. Jyväskylä, Finland: Gummerus Printing House.
- Maglischo E. W. (2003). *Swimming fastest*. Champaign, IL: Human Kinetics.

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ACKNOWLEDGEMENTS

Correct place for acknowledgements is at the end of the paper. This is to identify funding source(s), institutional support, individuals who have contributed significantly but who are not listed as authors, etc. Finally, by submitting their paper, authors agree to transfer the copyright to print and/or electronically distribute the paper to the BMS2010 organising committee.