

**TRANSPLANTATION  
PROCEEDINGS**

**PRELIMINARY ANNOUNCEMENT  
TRANSPLANTATION PROCEEDINGS WILL ONCE AGAIN PUBLISH THE  
PROCEEDINGS OF THE**

**16<sup>th</sup> PORTUGUESE TRANSPLANTATION SOCIETY  
And the  
20<sup>th</sup> LUSO-BRAZILIAN TRANSPLANTATION CONGRESS-2022**

**To be held  
December 1-3, 2022  
In  
Cascais, Portugal**

**All manuscripts are received through our online system, EDITORIAL MANAGER  
<https://www.editorialmanager.com/transproc>**

**AUTHORS WILL BE PROVIDED WITH DETAILED INSTRUCTIONS SPECIFIC TO YOUR  
PARTICULAR MEETING AS AGREED UPON BY THIS JOURNAL  
PLEASE WAIT FOR FURTHER INSTRUCTION**

**WHEN ASKED: PLEASE BE SURE TO SELECT THE CORRECT**

**MEETING CODE : SPT2022**

**FROM THE PULL-DOWN MENU WHEN UPLOADING YOUR MANUSCRIPT  
AUTHORS WILL BE INFORMED WHEN THE SITE IS OPEN AND MANUSCRIPTS ARE ABLE TO  
BE SUBMITTED FOR THIS MEETING**

**GUIDELINES TO AUTHORS OF MEETING-RELATED MANUSCRIPTS**

**Transplantation Proceedings** welcomes persons who have accepted Abstracts for presentations to submit a full manuscript in accordance with our Guidelines for Manuscripts Associated With Meetings below.

Please follow these detailed instructions regarding the submission of your manuscript. If you have any questions, please contact me at [bkahan@transplantation-proceedings.org](mailto:bkahan@transplantation-proceedings.org).

### **Ethics in Publishing - Transplantation Proceedings:**

(Please refer to 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 must 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 must comply with the [ARRIVE guidelines](#) and therefore 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](#). Authors must 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 must 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. HOWEVER, authors must state that such consents are available upon request, since 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.

**IMPORTANT TO KNOW:** This journal strictly complies with the Helsinki Congress and the Istanbul Declaration regarding donor source. Donors must not be from prisoners, or from those individuals who are coerced or paid. Please include a statement within the Abstract and Text regarding compliance. Authors may be asked to provide written documentation.

**Transplantation Proceedings** is peer-reviewed, therefore all manuscripts will undergo extensive review, and authors will be notified of the outcome. We look forward to continued collaboration with the Society in publishing groundbreaking transplantation research.

### **SPECIAL NOTE:**

- If you feel your manuscript may benefit from inclusion of Roc analysis, Multivariate analysis, “p” value, “NPV” or “PPV”, then please include this in the initial submission as this is one of the most required revisions to manuscripts following review
- If your data supports inclusion of a detailed Table of BMI, Age, Gender, or other demographic material, etc, then please include it initially

**FORMATTING GUIDELINES TO AUTHORS OF MEETING RELATED MANUSCRIPT SUBMISSIONS:**

Authors MUST upload their manuscript in WORD to Transplantation Proceedings through our online system by selecting **the correct meeting name for your meeting from the pull-down menu**. When uploading your manuscript, you will be asked to select an **Article Type** from the pull-down menu. **You must NOT select any other Article Type, AND YOU MUST ONLY SUBMIT YOUR MANUSCRIPT ONCE.**

If you make a mistake, notify the Editorial Office by email to [bkahan@transplantation-proceedings.org](mailto:bkahan@transplantation-proceedings.org) AND PLACE THE WORDS “ERROR ON SUBMISSION IN THE EMAIL SUBJECT LINE so I may properly address the problem immediately. **DO NOT upload it again until you are given permission.** Failure to comply may result in the manuscript rejection. Remember, please ONLY upload your manuscript *once* as failure to do so may result in rejection of your paper. **Please do not email your manuscript to the editorial office** as we will ONLY receive manuscripts through our online system.

All manuscripts must be prepared in **English (including fully cited References)** and **saved as a WORD file (not as PDF) in its final form. References must be fully cited and must be in English.**

Abstracts and Manuscript Text (including References) MUST be double spaced using an 11 point font and sized for letter size paper with one inch margins all around, **not A4.**

**. DO NOT embed your Tables/Figures within the Text, rather place them AFTER the fully cited References.**

**. DO NOT include “Supplemental” Tables/Figures or “Appendices”.** All Tables/Figures must be numbered sequentially and cited within the Text

**. Include Legends to all Tables/Figures**

All manuscripts must be accompanied by completed Conflict of Interest and Page Charge Agreement Forms. These forms are available online when submitting the manuscript. However, we have placed the Page Charge Agreement below for your convenience. The Conflict of Interest Form may be found at the following link: <http://www.icmje.org/disclosure-of-interest/>

All manuscripts must contain the following and must be uploaded in this order. **PLEASE CAREFULLY FOLLOW OUR FORMATTING INSTRUCTIONS BELOW.** ALL MANUSCRIPTS MUST BE IN WORD, NOT PDF. Manuscripts WILL NOT BE PROCESSED if these formatting instructions are not followed as they are REQUIRED by our publisher for copyediting purposes if accepted following review. Please carefully read the following prior to the preparation of your manuscript:

1. Title Page – (See sample below)
  - ✓ must not contain abbreviations unless fully spelled out with the abbreviation in parenthesis
  - ✓ if an animal study, name the species
  - ✓ if a Case Report, place “Case Report” in the title.

- ✓ must contain all author information, including fully spelled out names of all authors (given and surname), Institution with full address, telephone number and **email addresses of ALL authors**
  - ✓ a clearly designated corresponding author with author's name fully spelled out, Institution with full address, telephone number and the corresponding author's email address
  - ✓ any Grant support
  - ✓ the total number of Tables/Figures contained in the manuscript, and state if in color or not in color
2. **Double spaced Abstract of no more than 250 words, in Word.** No References, Tables or Figures are to be in the Abstract.
  3. **At least 3 double spaced manuscript pages of text in Word (including fully cited References in English, References must be double spaced) sized for "letter" (one inch margins all around), NOT A4. Please use an 11 point font. Manuscripts not following this format will be returned!**
  4. Tables, Figures (with Figure Legends). Tables/Figures (with Figure Legends) - must be placed **AFTER the References** and **must not be embedded** within the text. All Figures must contain Figure Legends. **Manuscripts not following this format will be returned!**

**PLEASE NOTE:** This journal **does not** receive Figures or Tables as "Supplementary" or "Appendices". All Tables/Figures must appear sequentially numbered and cited within the text. All Figures must have Legends. **Manuscripts containing Tables/Figures as "Supplementary" or "Appendices" will be returned!**

Elsevier has very strict requirements regarding the preparation of Tables/Figures. Please adhere to the following as if accepted, our copyeditors can ONLY prepare the page proofs if the files are set up in this fashion:

	Microsoft Word	Microsoft Excel	Microsoft Power Point	JPEG/JPG, TIF/TIFF, GIF, EPS	PDF
Figures	Yes	Yes	Yes	Yes	Yes
Tables	Yes	No	No	No	No

**In other words: Tables can ONLY be set up as WORD files.**

5. **Your manuscript Title page, Abstract, Text and Tables MUST be uploaded as a WORD PC file, NOT as pdf, and must be saved in its final form. Manuscripts not following this format will be returned!** Note again that **all Tables must be in Word** and **ONLY Figures can** be uploaded as either Word, Excel, Powerpoint, JPG, TIF, GIF, EPS or PNG. We will not process manuscripts uploaded in any other fashion as this is required by our publisher in order to prepare the page proofs if accepted following review.
6. The required Conflict of Interest and Agreement to Page Charge Forms (the checklist below is for your information only)
7. Authors are required to include "Highlights" by including 3-5 bullet points about the importance of the submitted paper.

**8. Authors are REQUIRED to strictly follow our “Ethics in Publishing” guidelines above by inclusion of the required statements when applicable.**

**Important note regarding page charges:**

Submission of a manuscript will constitute expression of the author’s commitment to defray the cost of publication.

- There are no automatically assigned complimentary pages provided by Transplantation Proceedings for manuscripts associated with meetings. Therefore, authors must assume that they are financially responsible for all page charges at US\$99.95 each if accepted for publication following review.
- In most cases, your meeting organizer will provide at least one manuscript page to you, and if so, they will notify us directly. Your invoice will be adjusted for any complimentary pages provided.
- Authors are responsible for any remaining page charges at US\$99.95 each.
- Page charges are based on the double spaced Word file beginning with Text and includes the fully cited References (which also must be double spaced). Tables/Figures are counted as one manuscript page each.
- No further complimentary pages are provided for any reason.
- Manuscript pages will be billed to you by our publisher, Elsevier, at the rate of US\$99.95 per manuscript page if accepted for publication in accordance with our Guidelines and Page Charge Agreement.

Page charges are confirmed by the Editorial Office and are based on our formatting guidelines: double spaced, submitted pages in Word (not on the printed page or the pdf of your page proofs), sized for US Letter (one inch margins all around, not A4), and use of an 11 point font, including fully cited References. Tables and Figures are counted as one manuscript page each. If accepted, your invoice for manuscript pages will be sent to you by Elsevier according to their production schedule. No payment is due at this time.

Extra charges are applied for publication of color graphics in the printed form of the issues, however, color reproduction of graphics are free of charge online.

If accepted, Elsevier will contact you offering **OPTIONAL** Open Access. **Open Access fees are separate from and in addition to page charges** for the publication of your manuscript.

All submissions are peer-reviewed, and authors are notified of the outcome thereafter. The proceedings of the Congress will appear in the journal, **Transplantation Proceedings**.

If you have any questions on how to submit your manuscript, please contact me at [bkahan@transplantation-proceedings.org](mailto:bkahan@transplantation-proceedings.org)

With every good wish, I beg to remain,

Sincerely,

Barry D. Kahan, PhD, MD  
Editor in Chief  
Transplantation Proceedings  
[bkahan@transplantation-proceedings.org](mailto:bkahan@transplantation-proceedings.org)

**TRANSPLANTATION PROCEEDINGS – ON LINE SUBMISSION CHECKLIST – FOR YOUR INFORMATION ONLY – THIS IS NOT TO BE UPLOADED WITH YOUR MANUSCRIPT**

**My manuscript is submitted for the following meeting (spell out meeting name):**

\_\_\_\_\_

*Meeting Name*

**When submitting my manuscript, I have correctly selected Article Type:**

\_\_\_\_\_

*Article Type*

**The Title of my manuscript is:**

***I have ensured that:***

- 1. I have included a Title Page as described in Transplantation Proceedings Guidelines, an Abstract, 3 pages of double spaced text with fully cited References in English, a Table or Figure with Figure legends which I have placed AFTER the References NOT embedded in the text.*
- 2. All author names are listed correctly on the Title page, their names and institutions are spelled correctly and I have included ALL author email addresses AND email addresses for each.*
- 3. I have clearly designated a corresponding author along with their full name, institution address, phone number, fax number and an email address and I have provided all information for all authors listed on the manuscript.*
- 4. My manuscript is in English and has been spell-checked. If possible, it has been reviewed by an English speaker prior to submission to the journal office*
- 5. My manuscript is in WORD and is sized for letter, not A4 and I have used an 11 point font.*
- 6. I have not included "Supplementary" materials or "Appendices"*
- 7. I have made notations in my manuscript in compliance with our Ethics in Publishing as described herein.*

Number of Tables included with manuscript : \_\_\_\_\_ (if none, state -0-)

Number of Figures included with manuscript: \_\_\_\_\_ (if none, state -0-); Figures are in color: \_\_\_\_\_ (Yes/No)

**SAMPLE TITLE PAGE:**

**Insert Manuscript Title Here –**

***(Do not use abbreviations. If an animal study, state the species. If a Case Report, state “Case Report”. )***

**Authors:** Given name and Family Name (Surname)1, N<sup>(1, 2)</sup>; Given name and Family Name (Surname)2, N<sup>(3)</sup>; Given name and Family Name (Surname)3 N<sup>(4)</sup>;

(1) Affiliation Department, Institution, City, Country; (2) Affiliation Department2, Institution2, City2; (3) Affiliation Department3, Institution3, City3, Country3; (4) Affiliation Department4, Institution4, City4, Country4.

**Email addresses of ALL authors:**

Surname1:, Surname2:, Surname3:,

**Corresponding author:** Given Name and Surname; University, Postal Address, Street, Postal Code, City, Country; Email, Telephone +. Fax +

**Grant information:**

**Key words:** keyword1, keyword2, keyword3, keyword4

**Abbreviations:** (in alphabetical order)

**Tables:** \_\_\_\_\_

**Figures:** \_\_\_\_\_ (color – Yes / No)

TRANSPLANTATION PROCEEDINGS  
BARRY D. KAHAN, PhD, MD, Editor-in-Chief

**Editorial Office:**

11707 Trudeau Drive

Houston, TX 77065

Email: [bkahan@transplantation-proceedings.org](mailto:bkahan@transplantation-proceedings.org)

**PAGE CHARGE AGREEMENT-MEETINGS**

**THIS SIGNED FORM IS REQUIRED AND MUST BE INCLUDED WITH YOUR MANUSCRIPT UPON SUBMISSION. WE WILL NOT PROCEED WITH YOUR MANUSCRIPT REVIEW UNLESS THIS FORM IS ATTACHED.**

Title Page With **ALL Author Email Addresses**: \_\_\_\_\_

Submitted Text Pages: \_\_\_\_\_

**Submitted Tables**: \_\_\_\_\_ **Abstract Included** \_\_\_\_\_

**Submitted Figures**: \_\_\_\_\_

**Total Pages Submitted (excluding Title Page and Abstract)**: \_\_\_\_\_

**IMPORTANT NOTE:** In order to obtain an accurate page count, all manuscripts must comply with our formatting guidelines: Sized for letter (one inch margins all around) and not A4; double spaced, including fully cited References (in English), plus any Table or Figure (which must be placed **AFTER** the References and **not** embedded within the text) and use of an 11 point font. All submitted pages above will be verified by the Editorial Office and authors will be invoiced according to the page count determined by the Editorial Office which will be indicated in the letters to be sent to the corresponding author if the manuscript is accepted following peer-review.

**MEETING NAME:** \_\_\_\_\_

**Manuscript Title:** \_\_\_\_\_

---

By submission of this manuscript to *Transplantation Proceedings*, I acknowledge I have read the Guidelines to Authors of Manuscripts Submitted in Conjunction with Meetings and agree with the contents, and that I have attached a completed and signed Conflict of Interest form on behalf of each author listed on this manuscript.

I also acknowledge that if accepted following peer-review, I am responsible for all manuscript page charges, which will be billed to me by Elsevier, the publisher of *Transplantation Proceedings*, at the rate of US\$99.95 per submitted manuscript page, understanding that each Table and Figure will count as one manuscript page each along with the text. I understand that page charges are based on the typed, submitted page, not on the printed page, and no complimentary pages are automatically provided by *Transplantation Proceedings*. Your meeting organizers may provide some complimentary pages to you, and if so, they will contact us directly. If your manuscript is accepted, your invoice will reflect any discount provided to you. In the meantime, authors must assume they are responsible for all page charges at US\$99.95 each if accepted for publication. Authors will be contacted by the Editorial Office with a tracking number and will be informed of the final number of pages for which they are responsible if accepted. Further, I understand that use of color reproduction of graphics will result in an additional charge. The Abstract and Title page are complimentary by *Transplantation Proceedings*. Authors will be asked if they wish to have the OPTION to select Open Access. Should Authors agree to the OPTIONAL Open Access fees, those fees are separate from and in addition to page charges.

Additionally, I agree that this manuscript has not been submitted or published in any other journal, including *Transplantation Proceedings*, and no parts of the manuscript are duplicated. I understand that if the manuscript is accepted for publication, copyright of the manuscript is transferred to Elsevier.

\_\_\_\_\_  
Signature of Corresponding Author

\_\_\_\_\_  
Signature of Person to be invoiced

\_\_\_\_\_  
**Printed Name** (family name in bold)

\_\_\_\_\_  
**Printed Name** (family name in bold) of person to be invoiced



