

ANNALS OF CARDIOTHORACIC SURGERY – STANDARDIZED STRUCTURE FOR KEYNOTE LECTURE SERIES

The *Annals of Cardiothoracic Surgery* (ACS) is a premier multimedia journal that has a focused theme in each issue. **As a renowned expert in the field, you are invited to give a 20-minute PowerPoint presentation recording and submit a review article on a focused topic.** All Keynote Lectures are directly solicited by our Guest Editor(s) for that issue.

This document is a structured template for providing an ACS Keynote Lecture.

The submitted Keynote Lecture must contain two components:

1. Written manuscript
2. Video component with narration

WRITTEN MANUSCRIPT COMPONENT FONT

The preferred file format is a Microsoft Word document. Please use 12 pt Arial or Times New Roman fonts throughout. Line spacing should be 1.5 or 2. There should be a space between each paragraph/bullet point.

TITLE PAGE

Title: maximum 200 characters

Authors: include those who have contributed intellectually and practically. For all authors please include first name, middle initial (if appropriate) and last name.

Institutions: primary and affiliated institutions, including Department, Institution, City and Country.

Corresponding author: include first name, middle initial (if appropriate), last name, postal address (including Department, Institution, City and Country) and e-mail address. Also include the telephone number and fax number for the corresponding author.

Keywords: 3-5 keywords

Running head: 60 characters maximum

NON-STRUCTURED ABSTRACT

The non-structured abstract is limited to 300 words. The abstract should be written in one paragraph and contain no subheadings. The abstract should only emphasize the key message(s) of your Keynote Lecture.

BODY OF TEXT

A review of the topic is required to be submitted together with the Keynote Lecture video file. The word limit is 6000 words, excluding title page, abstract, tables, figures, figure legends, and references. The article should be educational and authoritative, representing a state-of-the-art review of the topic. Your expert opinions and recommendations are strongly encouraged. The written component should correlate with the take-home

messages presented in the Keynote Lecture recording. A Keynote Lecture article should be structured and contain subheadings, including *Introduction* and *Conclusions*. The subheadings for the main body of text are flexible and left to the authors' discretion.

FIGURES

maximum 10

REFERENCE

60 references maximum

ACKNOWLEDGEMENT

Study funding/potential competing interests

VIDEO COMPONENT

VIDEO CONTENT

Please provide a 20-minute PowerPoint Keynote Lecture recording with voice-over narration for each slide. Please export the PowerPoint as a movie file and check that the narration synchronizes with the slides presented.

REQUIRED FORMATTING

Contributors are asked to be succinct. The Keynote Lecture video clip should not be longer than 30 minutes (preferably, 15-20 minutes), and must be accompanied by voice narration in English.

ACS will accept digital files in mp4 (preferred), flash video (.flv), MPEG (MPEG video file), DVD video format, mov, avi, and wmv formats. We recommend using H.264/mp4 for the video codec and AAC for the audio codec. Please contact ACS if your file does not conform to the above standards. Both 16:9 (widescreen, preferred) and 4:3 aspect ratios are acceptable.

The video should be of high quality (at least 480p). The video should reflect the contents of the manuscript. Videos without narration are not acceptable for publication.

SUBMITTING VIDEOS ONLINE

Videos can be submitted with a manuscript online (<http://www.annalscts.com/author/submitYourManuscript>).

For fast uploads please attach your file(s) as compressed .zip or .sit files. Once upload has been initiated, do not close the window until you have received an on-screen confirmation that your upload has been successful. Please note that the maximum size of each file is 2GB. If your file(s) for submission are greater than this limit, please divide the file into multiple segments, with the file names labeled in the correct order.

If you have any questions, please contact the ACS editorial office. (editor@annalscts.com).

