DESCRIPTION

Medical Mycology Case Reports is an online journal devoted to the publication of case reports or case series (up to 5 cases) that concern medical or veterinary diseases caused by fungi. The journal aims to provide a valuable collection of fungal cases with clinically important information to healthcare professionals, researchers and others, and is specifically interested in cases that have educational value.

Journal Highlights: Open access: freely available on ScienceDirect Peer reviewed Rapid publication: submission to publication within 15 days Quality & Reputation: supported by the International Society for Human and Animal Mycology (ISHAM) To ensure that case reports are published in an easy to read format, and to facilitate a fast and efficient review process, we require all authors to submit their case report using a Template, which can be downloaded here or on the submission website.

All authors are also required to submit an ethics form, which can be downloaded here or on the submission website.

Reviewers can download the reviewer form here.

ABSTRACTING AND INDEXING

Directory of Open Access Journals (DOAJ)
PubMed
Scopus
ScienceDirect

EDITORIAL BOARD

Editor-in-Chief
A. Warris, University of Exeter, EX4 4QJ, Exeter, United Kingdom

Editorial Board
A. Abdolrasouli, London, United Kingdom
C. Antachopoulos, Thessaloniki, Greece
V. Barrs, Sydney, New South Wales, Australia
A. Bonifaz, Ciudad de Mexico, Mexico
Arunaloke Chakraborti, Chandigarh, India
I.D. Jacobsen, Jena, Germany
A. Seyedmousavi, Bethesda, Maryland, United States
GUIDE FOR AUTHORS

INTRODUCTION

Medical Mycology Case Reports is an online journal devoted to the publication of case reports or case series (up to 5 cases) that concern medical or veterinary diseases caused by fungi. The chief criteria for the acceptance of a submission are the novelty and significance of the etiologic agent and/or the clinical presentation of the infection and/or its management, as well as the quality and clarity of the case.

Types of Paper

Case Report: A brief description of a particular condition that provides insights into diagnosis or clinical management.

A case report must make a distinct, novel contribution to the understanding of the etiologic agents, its clinical manifestations, and/or its diagnosis or treatment.

Case Series: Case series can be prospective or retrospective and examine the effects of an intervention in more than one patient.

Manuscripts must be written in good English (American or British usage is accepted, but not a mixture of these) and should consist of: Cover Page, Abstract, Introduction, Case, Discussion, Acknowledgements, Conflict of Interest Statement, and References.

To ensure that case reports are published in an easy to read format, and to facilitate a fast and efficient review process, we require all authors to submit their case report using a Template, which can be downloaded here or on the submission website https://www.editorialmanager.com/mmcr/default.aspx.

It is of paramount importance that the clinical course of the case is clearly evident for all readers. Therefore, publication of a case in MMCR requires definition of a "day 0" (e.g. day of hospital admission, day of first symptom). All other dates should be given in reference to this fixpoint (e.g. blood cultures were taken at day +5, intervention xy was performed at day +10, history of the patient included bacteremia with Staphylococcus epidermidis at day -15). Manuscripts not fulfilling this criteria will be rejected.

The content of the different sections in the case report (e.g. Introduction, Case, Discussion etc.) is clearly described in the Template document. The total amount of words used in the manuscript should preferably not exceed 2500. The reference list is limited to a maximum of 20 references.

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 interests 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

Ethical Form

Medical Mycology Case Reports requires full disclosure of all sources of funding and potential conflicts of interest. The journal also requires a declaration that the author(s) have obtained written and signed consent to publish the case report from the patient or his/her legal guardian(s).

The required statements on funding, conflict of interest and consent should be submitted via our Ethical Form that can be downloaded here or from the journal homepage https://www.editorialmanager.com/mmcr/default.aspx . The corresponding author of the manuscript should make the appropriate declarations as indicated on the form, and then sign the form on behalf of all the authors.

Corresponding author: Please download the form, fill it in, print it out, and sign it on behalf of the authors of the paper. Scan the signed form, and upload the scanned file to your submission. (Alternatively, you may also place an official digital signature on the form). **Please note that your manuscript cannot be considered for publication until the signed Ethical Form has been received.**

Ethics in publishing

Please see our information pages on Ethics in publishing and Ethical guidelines for journal publication.

Policy and Ethics

The work described in your article must have been carried out in accordance with The Code of Ethics of the World Medical Association (Declaration of Helsinki) for experiments involving humans http://www.wma.net/en/30publications/10policies/b3/index.html.

Manuscripts containing information related to the experimental use of animals must clearly state that the studies complied with relevant professional and institutional animal welfare policies. Specifically, that procedures involving animals conformed to the ILAR Guide for the Care and Use of Laboratory Animals (1996 and later editions) of the Institute of Laboratory Animal Research, Commission on Life Sciences, National Research Council (www.nap.edu/catalog/5140.html).

Safety Precautions

Manuscripts describing the manipulation of cultures of fungal pathogens or toxins included in the US Department of Health and Human Services and/or the US Department of Agriculture list of human or animal Select Agents (available at www.selectagents.gov), or organisms that have been classified as Risk Group III agents by their home country or by an international regulatory agency, MUST contain a discussion of the biosafety procedures and laboratory containment facilities used and any additional precautions employed to ensure the safety of support personnel.

Submission declaration and verification

Submission of an article implies that the work described has not been published previously (except in the form of an abstract, a published lecture or academic thesis, see 'Multiple, redundant or concurrent publication' for more information), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in English or in any other language, including electronically without the written consent of the copyright-holder. To verify originality, your article may be checked by the originality detection service Crossref Similarity Check.
Use of inclusive language
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. These guidelines are meant as a point of reference to help identify appropriate language but are by no means exhaustive or definitive.

Authorship
All authors should have made substantial contributions to all of 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.

Manuscripts drafted or written, in whole or part, by individuals other than those indicated as authors will NOT be considered for publication unless the contributions of these individuals are clearly and accurately presented in the Acknowledgement section of the paper.

Changes to authorship
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 (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed.

Only in exceptional circumstances will the Editor consider the addition, deletion or rearrangement of authors after the manuscript has been accepted. While the Editor considers the request, publication of the manuscript will be suspended. If the manuscript has already been published in an online issue, any requests approved by the Editor will result in a corrigendum.

Article transfer service
This journal is part of our Article Transfer Service. This means that if the Editor feels your article is more suitable in one of our other participating journals, then you may be asked to consider transferring the article to one of those. If you agree, your article will be transferred automatically on your behalf with no need to reformat. Please note that your article will be reviewed again by the new journal. More information.

Copyright
Upon acceptance of an article, authors will be asked to complete an 'Exclusive License Agreement' (see more information on this). Permitted third party reuse of open access articles is determined by the author's choice of user license.

Author rights
As an author you (or your employer or institution) have certain rights to reuse your work. More information.

Elsevier supports responsible sharing
Find out how you can share your research published in Elsevier journals.

Role of the funding source
You are requested to identify who provided financial support for the conduct of the research and/or preparation of the article and to briefly describe the role of the sponsor(s), if any, in study design; in the collection, analysis and interpretation of data; in the writing of the report; and in the decision to submit the article for publication. If the funding source(s) had no such involvement then this should be stated.
The required statement on finding should be submitted via our Ethical Form in the manuscript itself (See template: Conflict of Interest Statement).

**Open access**
Please visit our Open Access page for more information.

**Language Services**
Please write your text in good English (American or British usage is accepted, but not a mixture of these.)

Authors who require information about language editing and copyediting services pre- and post-submission please visit https://www.elsevier.com/languagepolishing or our customer support site at https://service.elsevier.com for more information.

Please note Elsevier neither endorses nor takes responsibility for any products, goods or services offered by outside vendors through our services or in any advertising. For more information please refer to our Terms & Conditions: https://www.elsevier.com/termsandconditions.

**Submission**
Our online submission system guides you stepwise through the process of entering your article details and uploading your files. The system converts your article files to a single PDF file used in the peer-review process. Editable files (e.g., Word, LaTeX) are required to typeset your article for final publication. All correspondence, including notification of the Editor's decision and requests for revision, is sent by e-mail.

**PREPARATION**
Please note that this journal uses a Template for Submission that can be downloaded here or on the submission website https://www.editorialmanager.com/mmcr/default.aspx.

**Peer review**
This journal operates a single blind 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. 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.

**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.

**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).

**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 x 1328 pixels (h x w) or proportionally more. The image should be readable at a size of 5 x 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.

Authors can make use of Elsevier's Illustration Services to ensure the best presentation of their images and in accordance with all technical requirements.

**Keywords**

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.

**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 proof reading 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, please include the following sentence:

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

Proposals of new fungal taxa must conform to the requirements of the current edition of the International Code of Botanical Nomenclature and be supported by deposition of cultures and/or the unique nucleotide and/or amino acid sequences in appropriate collections or databases, along with the new binomial. Current binomials should appear in italics, must be spelled out in full when first used in the abstract, text, figures/tables. Thereafter, a generic name may be abbreviated to the first initial only, e.g., *Candida albicans* when first cited and *C. albicans* in the remainder of the abstract and text. Species names may NEVER be used without the generic full name or abbreviation combined with the full name of the specie. For example, it must be *Candida albicans* or *C. albicans*, but never *albicans*, or *C. neoformans* var. *grubii* but never var. *grubii*. The use of abbreviations of generic and species names, e.g., (Ca) for *C. albicans*, in the text is not permitted. In addition, names of fungal organisms (both when genus is used only, or when genus and species is used combined) should be written in italics.

**Database linking and Accession Numbers**

We encourage use of curated databases like the ISHAM ITS database (available via [www.isham.org](http://www.isham.org)) for reliable identification of fungal pathogens. In the manuscript, the % identity as well as the appropriate identification number of the closest hit should clearly be stated. Clinical isolates should be submitted to public strain collections.

Nucleotide and/or amino acid sequence data should be deposited and the GenBank/EMBL/DDBJ accession numbers should be included in the Materials and Method Section of the manuscript. However, in a phylogenetic tree of the figure, the numbers should be shown along with species names (e.g., *Malassezia globosa* AB099880) (No descriptions are needed in the Materials and Method Section in this case).

**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.
- Number the illustrations according to their sequence in the text.
- 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.
- Ensure that color images are accessible to all, including those with impaired color vision.

A detailed [guide on electronic artwork](https://www.elsevier.com/locate/mmcr) is available.

**You are urged to visit this site; some excerpts from the detailed information are given here.**

**Formats**

If your electronic artwork is created in a Microsoft Office application (Word, PowerPoint, Excel) then please supply ‘as is’ in the native document format.

Regardless of the application used other than Microsoft Office, when your electronic artwork is finalized, please ‘Save as’ or convert the images to one of the following formats (note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):

- **EPS (or PDF)**: Vector drawings, embed all used fonts.
- **TIFF (or JPEG)**: Color or grayscale photographs (halftones), keep to a minimum of 300 dpi.
- **TIFF (or JPEG)**: Bitmapped (pure black & white pixels) line drawings, keep to a minimum of 1000 dpi.
- **TIFF (or JPEG)**: Combinations bitmapped line/half-tone (color or grayscale), keep to a minimum of 500 dpi.

**Please do not:**
- Supply files that are optimized for screen use (e.g., GIF, BMP, PICT, WPG); these typically have a low number of pixels and limited set of colors;
- Supply files that are too low in resolution;
- Submit graphics that are disproportionately large for the content.

**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.
Tables
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
References should be in Vancouver style and numbered sequentially in the order in which they first appear in the text and included in the same numerical order in the Reference section.

Data references
This journal encourages you to cite underlying or relevant datasets in your manuscript by citing them in your text and including a data reference in your Reference List. Data references should include the following elements: author name(s), dataset title, data repository, version (where available), year, and global persistent identifier. Add [dataset] immediately before the reference so we can properly identify it as a data reference. The [dataset] identifier will not appear in your published article.

Reference management software
Most Elsevier journals have their reference template available in many of the most popular reference management software products. These include all products that support Citation Style Language styles, such as Mendeley. Using citation plug-ins from these products, authors only need to select the appropriate journal template when preparing their article, after which citations and bibliographies will be automatically formatted in the journal's style. If no template is yet available for this journal, please follow the format of the sample references and citations as shown in this Guide. If you use reference management software, please ensure that you remove all field codes before submitting the electronic manuscript. More information on how to remove field codes from different reference management software.

Users of Mendeley Desktop can easily install the reference style for this journal by clicking the following link:

http://open.mendeley.com/use-citation-style/medical-mycology-case-reports

When preparing your manuscript, you will then be able to select this style using the Mendeley plug-ins for Microsoft Word or LibreOffice.

Reference style
Text: Indicate references by number(s) in square brackets in line with the text. The actual authors can be referred to, but the reference number(s) must always be given.
Example: '..... as demonstrated [3,6]. Barnaby and Jones [8] obtained a different result ....'
List: Number the references (numbers in square brackets) in the list in the order in which they appear in the text.
Examples:
Reference to a journal publication:
Reference to a journal publication with an article number:
Reference to a book:
Reference to a chapter in an edited book:
Reference to a website:
Reference to a dataset:
Data visualization
Include interactive data visualizations in your publication and let your readers interact and engage more closely with your research. Follow the instructions here to find out about available data visualization options and how to include them with your article.

Supplementary material
Supplementary material such as applications, images and sound clips, can be published with your article to enhance it. Submitted supplementary items are published exactly as they are received (Excel or PowerPoint files will appear as such online). Please submit your material together with the article and supply a concise, descriptive caption for each supplementary file. If you wish to make changes to supplementary material during any stage of the process, please make sure to provide an updated file. Do not annotate any corrections on a previous version. Please switch off the 'Track Changes' option in Microsoft Office files as these will appear in the published version.

Data in Brief
You have the option of converting any or all parts of your supplementary or additional raw data into one or multiple data articles, a new kind of article that houses and describes your data. Data articles ensure that your data is actively reviewed, curated, formatted, indexed, given a DOI and publicly available to all upon publication. You are encouraged to submit your article for Data in Brief as an additional item directly alongside the revised version of your manuscript. If your research article is accepted, your data article will automatically be transferred over to Data in Brief where it will be editorially reviewed and published in the open access data journal, Data in Brief. Please note an open access fee of 600 USD is payable for publication in Data in Brief. Full details can be found on the Data in Brief website. Please use this template to write your Data in Brief.

AFTER ACCEPTANCE

Online proof correction
To ensure a fast publication process of the article, we kindly ask authors to provide us with their proof corrections within two days. Corresponding authors will receive an e-mail with a link to our online proofing system, allowing annotation and correction of proofs online. The environment is similar to MS Word: in addition to editing text, you can also comment on figures/tables and answer questions from the Copy Editor. Web-based proofing provides a faster and less error-prone process by allowing you to directly type your corrections, eliminating the potential introduction of errors. If preferred, you can still choose to annotate and upload your edits on the PDF version. All instructions for proofing will be given in the e-mail we send to authors, including alternative methods to the online version and PDF. We will do everything possible to get your article published quickly and accurately. Please use this proof only for checking the typesetting, editing, completeness and correctness of the text, tables and figures. Significant changes to the article as accepted for publication will only be considered at this stage with permission from the Editor. It is important to ensure that all corrections are sent back to us in one communication. Please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility.

Offprints
The corresponding author will be notified and receive a link to the published version of the open access article on ScienceDirect. This link is in the form of an article DOI link which can be shared via email and social networks. For an extra charge, paper offprints can be ordered via the offprint order form which is sent once the article is accepted for publication. Both corresponding and co-authors may order offprints at any time via Elsevier’s Author Services.

AUTHOR INQUIRIES
Visit the Elsevier Support Center to find the answers you need. Here you will find everything from Frequently Asked Questions to ways to get in touch. You can also check the status of your submitted article or find out when your accepted article will be published.

© Copyright 2018 Elsevier | https://www.elsevier.com