

Vet Record style guide

- Dictionary - Chambers
- Vet dictionary - Bailliere's
- If you can't find what you're looking for, revert to the Guardian style, which is very comprehensive. It can be found here:
<https://www.theguardian.com/guardian-observer-style-guide-a>

A

Abbreviations must be written out in full the first time they appear. If defined in an abstract, they must be defined again on first use in the main text of a paper; similarly, they should be defined in figure/table captions even if they have already been defined in the main text. In general do not abbreviate single words.

Abbreviations that can be used without definition are as follows:

AIDS

AUC (area under the curve)

BCG (bacille Calmette-GuOrin)

bp (base pairs)

BHK-21 (baby hamster kidney cell line)

cmH₂O (occasionally used as a unit of pressure)

CNS (central nervous system)

CT (computed tomography)

Defra (Department of Environment, Food and Rural Affairs) - also note style with initial capital only

DNA, cDNA

dNTP(s)

EC (European Commission)

EDTA

ELISA (enzyme-linked immunosorbent assay)

epg (eggs per gram [of faeces]) - also note lower case

EU (European Union) (but write in full in article titles)

FITC (fluorescein isothiocyanate)

G (as in needle gauge)

GPS Global Positioning System

HEPES (buffer)

Ig (all the immunoglobulins, eg, IgG)

LD₅₀

MDBK Madin-Darby bovine kidney cell line

MDCK Madin-Darby canine kidney cell line

MHz

mmHg (millimetres of mercury)

MRI (magnetic resonance imaging)

NSAID (non-steroidal anti-inflammatory drug)

opg (oocysts per gram [of faeces]) - also note lower case

ORF (open reading frame)

PAGE (polyacrylamide gel electrophoresis)

pO₂, pCO₂ (partial pressure of oxygen/carbon dioxide)

PCR (polymerase chain reaction)

PBS phosphate-buffered saline

RNA, mRNA, rRNA, tRNA

RT-PCR (reverse transcriptase-PCR; not to be confused with real-time PCR, where 'real-time' should be written out, so could also have 'real-time RT-PCR'. If doing a search and replace, remember that some people use 'reverse transcription-PCR')

sd (standard deviation)

SDS (sodium dodecyl sulphate)

SDS-PAGE

se (standard error)

T (Tesla: unit of magnetic flux density, used in papers about MRI)

TCID50

TCM-199 tissue culture medium

TUNEL (a cytology technique for identifying apoptotic cells)

UK

USA

UV (ultraviolet)

WWF (formerly the World Wide Fund for Nature)

All SI units except 'litre(s)', and 'second(s)' as a standalone, so g, kg, m, ml, cm, ha, M (molar) and so on (NB: 'minute' and 'hour' are always written in full)

abstracts of papers should consist of a single paragraph with no headings, and should contain no or minimal introduction, and no discussion/conclusions. Inappropriate text must be deleted and the authors should be advised of this when they see the proof.

adverbs When you have an adverb ending in 'ly' there is no need for a hyphen, eg, experimentally infected pigs, previously reported findings

affiliations/addresses A full postal affiliation address should be given for each author of a paper. Order of details in the address should be as follows (note that not all addresses will have all these details): Division/Laboratory; Department; Faculty/School; Institution (eg, University); Street address; Town; County/State; Postcode/Zipcode; Country.

Within the affiliations, authors' degree/professional qualifications should be listed.

These include degrees (for example, BVSc, BVetMed, MSc, DVM, Drmedvet), RCVS certificates (eg, CertSAM), RCVS, European and American college diplomas (DVC, DipECBHM, DipACVIM), and memberships of professional organisations (MRCVS, FRCVS, MACVSc, CBiol, FIBiol, etc). These must be abbreviated as listed in the RCVS Register.

Details of authors who are affiliated with the same department/same institution should be grouped, as follows, rather than repeating the same address:

A. Author, BVSc, MRCVS,

B. Author, DVM, PhD, Department of Small Animal Medicine,

C. Author, BVetMed, MSc, FRCPath, MRCVS, Department of Pathology,

Faculty of Veterinary Medicine, University of Example, Street, City Postcode, UK.

For states/provinces in the USA, Canada and Australia, please use the abbreviated code for the state name: eg, AK (Alaska), ON (Ontario), NSW (New South Wales).

Addresses in the UK should have 'UK' at the end but should not include England, Wales, Northern Ireland or Scotland.

Addresses in Europe should not have a letter and hyphen before the postcode: so, 43659 not D-43659.

acute phase no hyphen - so acute phase protein, acute phase response

adviser not advisor, but advisory

aetiology not etiology

age write in full if less than 10 (whether days, weeks, months or years), and with hyphens if being used as an adjective, for example, one-year-old dog, 14-year-old dog, BUT: the dog was one year old, the dog was 14 years old

Agrifood is one word

APHA do not spell out

APHA centres – (formerly AHVLA centres) These are Veterinary Investigation Centres and should be capitalised. Spelt out first time, then VIC.

airborne one word

air sac(s) two words

airsacculitis one word

amoxicillin not amoxycillin

and/or is acceptable

Angora goat has a capital letter

antibody/antibodies to not against

anti-inflammatory hyphenated

anti-rabbit, anti-dog etc

app can be used in short form, instead of application

artefact not artifact

autopsy do not use; use postmortem examination

axes x and y lower case

adrenaline/noradrenaline exceptions to rINN drug names, use in place of epinephrine/norepinephrine, respectively

Abbreviations to spell out first time

Ab antibody (generally do not use as an abbreviation)

ABC avidin-biotin peroxidase complex

Ag antigen (generally do not use as an abbreviation)

AGIDT agar gel immunodiffusion test

ALP alkaline phosphatase

ALT alanine aminotransferase

ANOVA analysis of variance

AST aspartate aminotransferase

B

Baillière Tindall (publisher name)

bar code two words

Battersea Dogs & Cats Home

B cell/lymphocyte no hyphen

bid (dose rate) - do not use, write out in full 'twice a day'

bioMérieux (manufacturer)

blackfaced no hyphen

bluefaced no hyphen

bloodstream one word

body condition scores given in numbers either as whole number or half number, eg, 3.5. Other scores are given as numerals with no decimal places.

bodyweight one word

Border disease (virus) capital 'B'

Borna disease (virus) capital 'B'

bottlenose dolphin (note change to style: 'bottlenosed' is no longer correct.)

bovine should only be used as an adjective. The noun is cattle (for a group). (NB 'cow' refers only to an adult female that has had a calf)

bovine viral diarrhoea virus not bovine virus diarrhoea virus

bovine TB first, then bTB after

brainstem one word

Britain includes England, Scotland, Wales and the whole island of Ireland (see also Great Britain, UK)

buffaloes plural for buffalo

BVA does not need to be spelt out. When using 'association' in writing, this is lower case.

BVA officers president, senior vice president, junior vice president, past president. No hyphens

by-products with a hyphen

Abbreviations to spell out first time

BAL bronchoalveolar lavage

BCVA British Cattle Veterinary Association

BEVA British Equine Veterinary Association

BSAVA British Small Animal veterinary Association

BTSCC bulk tank somatic cell count

BHB b-hydroxybutyrate

BRSV Bovine respiratory syncytial virus

BVA British Veterinary Association

C

caeca is plural, the singular is caecum. 'Caecae' is incorrect.

caesarean not caesarian and not with an initial capital

canine should only be used as an adjective. The noun would be 'dog'

carcase/carcases not carcass/carcasses

castrated use 'neutered' unless you are referring to the procedure for neutering a male animal (e.g. open castration)

chemical formulae should be defined on first use, e.g. sodium chloride (NaCl)

chi-squared test no capital letters

chromosomes full size, upper case, not small caps, that is, XX, XY

Coenurus serialis should be referred to as the coenurus cyst stage of *Taenia serialis*

college (RCVS) lower case

coloration no 'u'

colorimetry no 'u'

compared with/to Avoid using 'compared to' as it should usually be 'compared with' (comparing x with y involves looking at both their similarities and their differences; comparing x to y involves pointing out only their similarities). Look out for this as lots of authors get it wrong

Compendium on Continuing Education for the Practicing Veterinarian note spelling of this journal title

concentrations should be in the format '10 mg/kg', not '10 mg kg⁻¹'. Particularly watch out for this in papers on anaesthesia as the anaesthesiologists tend to use the latter style.

cooperate/cooperation not hyphenated

coordinate/coordination not hyphenated

cost-effective hyphenated

council not capital for BVA or RCVS

crossbreed/crossbred not hyphenated

cyathostomin is the new name for cyathostome

Abbreviations to spell out first time

CFT complement fixation test

cfu colony-forming units (NB lower case)

CK creatine kinase

CLA caseous lymphadenitis

CCN cerebrocortical necrosis

COSHH Control of Substances Hazardous to Health regulations

cpe cytopathic effect (NB lower case)

CVMP Committee for Veterinary Medicinal Products

D

dalmatian not 'dalmation', also lower case

Dalton/kilodalton Da/dDa, not D

data plural, so 'the data are' not 'the data is'

dates day, month, year, eg, 1 January, 2001

defecation not defaecation

Defra do not spell out

Diff-Quik stain

different from not different to

discoloration no 'u'

diseases all diseases, unless named after someone or somewhere, should be lower case

diskospondylitis not discospondylitis

dobermann not dobermann pinscher, also lower case

dog breeds generally lower case unless named after someone or somewhere (but labrador begins with a lower case 'l')

doses style as mg/kg rather than mg kg⁻¹ (see 'concentrations')

downwind one word

drug doses go in as dose first then drug name, not name then dose, for example, 1 mg/kg ivermectin, not ivermectin 1 mg/kg

drug manufacturers should be the manufacturer when work was done/paper written
drug names use the rINN spelling (exceptions are adrenaline and noradrenaline). Lists of the old/new names are readily available online, eg, at www.mhra.gov.uk/Howweregulate/Medicines/Namingofmedicines/Changestomedicinesname/sBANstorINNs/index.htm

DT for *Salmonella* types is closed up to number, no gaps, eg, DT41

dust-bath(ing) hyphenated

Abbreviations to spell out first time

DAT direct agglutination test

DMEM Dulbecco's minimum essential medium

DPBS Dulbecco's phosphate-buffered saline

dpi days postinfection (NB lower case)

DVM divisional veterinary manager

E

e.g./eg do not use except inside brackets . Write in full 'for example,'. Within brackets, it is acceptable to use 'eg'

The **Environment, Food and Rural Affairs Committee** (abbreviation is EfraCom)

endings -osis for animal parasitic diseases (e.g. fasciolosis), -asis for human diseases. Refer to SNOPAD guidelines on nomenclature (www.waavp.org/node/40)

entire not 'intact' in the context of 'unneutered' only, eg, an entire male dog.

Equine Veterinary Journal Supplement not ***Equine Veterinary Journal*** xx (Suppl)

et al should only be used in reference. Change to 'and others' in text

euthanased not euthanised or put down

experimentally infected no hyphen (when you have an adverb ending in 'ly' there is no need for a hyphen)

etc OK to use instead of 'and so on' if absolutely necessary (prefer to avoid in papers, OK in letters)

ECG - no need to define on first use

end point - do as two words

Abbreviations to spell out first time

EAE enzootic abortion of ewes

EBL enzootic bovine leukosis

EFA European Food Authority

EHEC Enterohaemorrhagic Escherichia coli

EM electron microscopy

EMEA European Agency for the Evaluation of Medicinal Products

ETEC enterotoxigenic Escherichia coli

EEC European Economic Community (now the EU, but 'EEC' appears sometimes in the context of older European directives)

F

faeces, faecal and so on, but defecation

feather pecking no hyphen

feedingstuff one word

feline should only be used as an adjective. The noun would be 'cat'

fetus, fetal and so on, not foetus. Plural is fetuses not feti

figures '(a)', '(b)' in top left hand corner, in brackets, lower case

first then 'secondly', 'thirdly' and so on

focus focused, focusing, focuses

follow up no hyphen when used as a verb (to follow up), but hyphenated when used as a noun, (eg, 'at long-term follow-up')

FMD serotypes A, C, O, Asia1, SAT1, SAT2, SAT3

foodborne one word

footbath one word

footrot one word

formol solution not formal

fractions spell out in full, for example, one-tenth, not 1/10, and so on

free-living hyphenated when used as an adjective. Otherwise it is two words

free-range hyphenated when used as an adjective, for example, free-range eggs.

full-time hyphenated when used as an adjective. Otherwise it is two words

Fusobacter is the new name for *Fusobacterium*

Abbreviations to spell out first time

FAO Food and Agriculture Organization (note the 'z')

FAT fluorescent antibody test

FAVN fluorescent antibody virus neutralisation

FAWC Farm Animal Welfare Council

FDA Food and Drug Administration

FMD foot-and-mouth disease

FSA Food Standards Agency

FVE Federation of Veterinarians of Europe

G

g gravity/centrifugal force - in italics, lower case. We use g not rpm for centrifuge speeds, always ask authors to convert this if they have given speeds in rpm. There should be a space between the number and the unit.

G 'gauge' needle size, full size

gall bladder two words

gamebird one word

GenBank

gender do not use - the correct word is 'sex'

genes are in italics, eg, *eae*

genus and species names are in italics, for example, *Staphylococcus*. Higher taxa (eg, class, family) are written in roman text with an initial capital, for example, Pasteurellaceae or Equidae. Descriptions of types of bacteria (e.g. staphylococci, streptococci, coliforms) are written in roman text, all in lower case

gentamicin not gentamycin

German shepherd dog not German shepherd

gonadotrophin not gonadotropin

government UK Government, but in a government paper. Note use of capitals.

Gram-positive/negative bacteria has a capital 'G' and a hyphen

Great Britain includes England, Scotland and Wales only

great dane both lower case

greater than (>) should be written out in full in the text, eg, 'greater than' or 'more than', but the symbol can be used if a figure is given in brackets (exception P>0605 always)

Greek letters write as the letter rather than as a word. Most are in Symbol font but μ should be typed as alt-M

Grocott's methenamine silver stain

groups of animals should be referred to with 'group' in lower case, eg, group 1. Similarly, dog 2, farm 3 - do not use an initial capital.

ABBREVIATIONS (these must be defined on first use)

GGT g-glutamyltransferase

GLDH glutamate dehydrogenase

GnRH gonadotrophin-releasing hormone

GSHPx glutathione peroxidase

H

H1N9 style for influenza haemagglutinin/neuraminidase types

haem- not hem

He, she, her, him do not use when describing an animal - use it/its. (These terms can be used to describe a human being in a paper.)

headshaking one word

healthcare one word (NB: change to our previous style)

herpesvirus one word. When the name is written out in full there is no hyphen, eg, equine herpesvirus type 1, but the abbreviation is hyphenated, EHV-1

hilum not hilus

hindleg one word

hindlimb one word

Holstein-Friesian hyphenated

homeopathy not homoeopathy (NB: change to our previous style)

hour(s) should always be written in full and not abbreviated to h

housefly one word

human(s) change to 'human being(s)' in scientific papers when used as a noun. 'Human' is OK as an adjective, eg, 'human medicine'. But this should generally be 'people' in other circumstances.

hyphens are used to join two names together (eg, in names of stains or statistical tests) not en-dashes

ABBREVIATIONS (these must be defined on first use)

HA haemagglutination

HACCP hazard analysis and critical control point

HAI haemagglutination inhibition test

Hb haemoglobin (generally do not use as an abbreviation)

HI haemagglutination inhibition

HSC Health and Safety Commission

HSE Health and Safety Executive

ie do not use except in (). Write in full as 'that is,'

illthrift one word, not ill thrift or ill-thrift

immunoglobulin G (IgG) Abbreviate. Subtypes written as IgG1 or IgGa, and so on

impersonal form must be used throughout papers (including the Acknowledgements). All instances of 'we' and 'our' should be edited to a suitable impersonal phrase, eg, 'We believe' to 'The authors believe'; 'Our study' to 'The present study'.

inappetence/inappetent not inappetance/inappetant

incidence not incidence rate

inequalities Write out in full in text (but can leave when in brackets), for example, \leq up to, < less than/below, > more than/above, \geq at least. However, leave when referring to probability, for example, $P < 0.001$

infection is used for endoparasites (internal) e.g. intestinal worms

infestation is used for ectoparasites (external) e.g. fleas

inoculated on to not into (unless referring to liquid media, in which case 'into' is correct)

inquiry not enquiry

Institute for Animal Health not 'of'

intact do not use in the context of unneutered animals, use entire. For other uses (eg, to mean 'not broken'), intact is OK to use

internet lower case 'i'

Inset upper case next word in figure captions, for example, Inset: Heart of . . .

in vitro, in vivo roman, not hyphenated

italics for genus (Family names are in roman)

im intramuscular(ly) - write in full, never abbreviate

ip intraperitoneal(ly) - write in full, never abbreviate

iu (units) lower case

iv intravenous(ly) - write in full, never abbreviate

ABBREVIATIONS (these must be defined on first use)

IFAT indirect fluorescent antibody test

IFN interferon - e.g. IFN-g

IHC immunohistochemistry

IL interleukin - e.g. IL-2

IPMA immunoperoxidase monolayer assay

IPVS International Pig Veterinary Society

IPX immunoperoxidase assay

J

job titles are not capitalised. Institution is capitalised, department is not. Eg, director of public health, veterinary department, Organisation for Public Health

Journal of the American Animal Hospital Association not Hospitals Association (journal title)

judgement not judgment

K

Kruskal-Wallis test - use hyphen not en-dash

L

Labrador (retriever) upper case 'l'

Landrace, Large White (pig breeds) upper case

larval stages abbreviated to L3, L4, and so on

last last month, last year when talking about a specific one-off time, otherwise use past, for example, the past 10 years, past month

Latin names should be written in full first time, then abbreviated, eg, *Staphylococcus aureus*, *Babesia bovis* (first time); *S aureus*, *B bovis* (subsequently). When starting a paragraph with a Latin name do not put the first word in capitals if it has already been defined

Latin phrases do not italicise, for example, de novo, ad libitum, in vitro, in vivo

LD50

Lea & Febiger (publisher name)

learned not learnt

leishmaniosis not -iasis

Leptospira serogroups are non-italicised with a lower case first letter, for example, interrogans; serovars are non-italicised with upper case first letter, for example, Icterohaemorrhagiae

less than (<) should be written out in full in the text, for example, 'less than' or 'below' but the symbol can be used if a figure is given in brackets (exception $P < 0.05$ always)

leuco- not leuko- except leukaemia and leukosis

leucopenia no 'a' in 'penia'

life cycle two words

Lippincott Williams & Wilkins (publisher name)

litre write out in full only where on its own, for example, '10 litres of water . . .' (not 10 l of water), otherwise abbreviate to l, e.g. mmol/l

liveweight one word

longhair one word

long-term/short-term hyphenated when used as adjectives, for example, 'a long-term action', but are not hyphenated otherwise, that is, 'the action was long term'. The same goes for part-time, full-time, and so on

ltd do not use

ABBREVIATIONS (these must be defined on first use)

LAT latex agglutination test

LDH lactate dehydrogenase

LVI local veterinary inspector

M

M for molarity - should be closed up to the number, ie, 1M sulphuric acid (most units should have a space)

Mac/Mc are full size in authors' names in the reference list

MacConkey's agar not MacConkey or McConkey

magnification 'x' lower case, same font as the rest of the text. Should be spaced from the number, eg, 'Haematoxylin and eosin. x 100'

Mann-Whitney U test with a hyphen not an en-dash

Marfan's syndrome not Marfan

mathematical symbols should be set in the same font as the surrounding text where possible; certainly for +, −, ×, ±, ÷. Only resort to using Symbol or another font if the required character is not available in the main font.

May-Grünwald-Giemsa stain (note use of hyphens not en-dashes)

meticillin not methicillin (rINN style)

microorganism one word

mid- hyphenated, for example, mid-March, mid-1990s

minute(s) should always be written in full and not abbreviated to min

miosis (constriction of the pupil) not myosis. Not to be confused with meiosis (cell division)
or

myiasis (fly infestation)

ms millisecond (can be used without definition)

multiplication 'x' lower case, same font as the rest of the text. Should be spaced from the number, eg, 1 x 10⁵

muscles Use English name, not Latin (ask authors if you can't find this in a reference), and not italic

Mycobacterium avium subspecies **paratuberculosis** if needed, this can be abbreviated to MAP. The abbreviation must be defined on first use in the normal way.

ABBREVIATIONS (these must be defined on first use)

mAb monoclonal antibody

MAT microagglutination test

MBM meat and bone meal

MEL maximum exposure limit

MEM minimum essential medium

MHS Meat Hygiene Service

MIC minimum inhibitory concentration

MRL maximum residue limit

MRSA meticillin-resistant *Staphylococcus aureus* (note rINN spelling 'meticillin')

MRSP meticillin-resistant *Staphylococcus pseudintermedius* (note rINN spelling 'meticillin')

MZN modified Ziehl-Neelsen

N

names in news, use full name first time, then just surname afterwards. No titles needed, apart from Lord, Sir, Dame, etc.

National Farmers' Union not National Farmer's Union

necropsy do not use - use 'postmortem examination'

nematodiosis

neuron not neurone

neutered not 'castrated' unless referring to the actual procedure of castrating a male animal

non- words are hyphenated

none this is singular, it should be followed by 'was' not 'were'

number do not use No as an abbreviation. 'n' is acceptable as a column heading in tables. 'One' to 'nine' are written out in words in the text, 10 and onwards as figures (two lambs, seven minutes, 15 horses). However, numerals are used when referring to animal 1, dog 3, cow 7, day 1, week 5, and so on, and quantities, for example, 4 cm, 5 ml, 2 mg, 6 per cent, but not for ages under 10 (days, weeks, months or years)

'Number' also tends to be used in the singular, ie 'the number of dogs used in the experiment was 17', the plural is used occasionally, ie, 'the numbers of dogs in the three groups were 12, 15 and 17, respectively'

For numbers below 10,000, keep digits together: 4356, 7241. Only above 10,000 add comma

Write out numbers at the beginning of sentences (it is acceptable to do this but sometimes better to edit the sentence so the number does not appear at the start, if the number is large).

Use hyphens on compound numbers from twenty-one to ninety-nine: one hundred and forty-five. Use hyphens on fractions: two-and-a half

First, second, third . . . up to ninth, then 10th, 11th, 12th . . .

ABBREVIATIONS (these must be defined on first use)

NADIS National Animal Disease Information Service

NEFA non-esterified fatty acid

NOAH National Office of Animal Health

O

oedema not edema

oestrous adjective to describe the whole of the ovarian (oestrous) cycle

oestrus noun to describe the state of sexual receptivity, i.e. 'at oestrus'

official veterinarian no capitals

on-farm should be hyphenated

orthopoxvirus one word

ostertagiosis

our edit to a suitable impersonal term

ABBREVIATIONS (these must be defined on first use)

ODA Overseas Development Administration

OIE World Organisation for Animal Health (OIE)

OTMS over-30-months scheme

OV official veterinarian

P

page numbers 'p' if one page, 'pp' if a range of pages

parapoxvirus one word

parity in numbers, not words, for example, parity 1

past is used for a period of time, for example, the past four months, past 10 years (not last, which refers to a specific time – last week, last month)

people instead of humans

periodic adic-Schiff stain (note use of hyphen not en-dash)

prevalence use without 'rate' after (like mortality, incidence and morbidity)

-penia no 'a' - leucopenia, neutropenia, pancytopenia

per cent written out, two words. Symbol can be used in tables/figures. In tables, wherever possible use the symbol in the row/column header, eg, 'Prevalence (%)' and then just have numbers without symbols in the corresponding row/column

plurals singular and ending in s: 's (for example, James's), plural and ending in s: s' (eg, members')

po oral(ly) - write in full, never abbreviate

polydipsia

polar bear lower case 'p'

pre-, post- all 'pre' and 'post' words are one word, for example, pretreatment, premovement, postexposure, postinoculation.

president is always lower case

preventive not preventative

prime minister is lower case

prior to do not use, use 'before'

probability upper case P, no gaps before =, < and so on, for example, P<0.05, P=0.01

program only use in connection with computer software, otherwise always use programme

proper names (of institutes, etc) should have initial caps when given their official titles, eg, Department of Parasitology – parasitology department; Institute for Animal Health – animal health institute; University of Bristol Veterinary School – Bristol veterinary school

PrP 'prion protein' so should not be used as 'PrP protein'. Style PrP^{Sc} and PrP^{Res} with superscripts

protozoa this is the plural. The singular is 'protozoon' and the adjectives are 'protozoan' and 'protozoal'

pruritus not pruritis, but pruritic

psittacine should only be used as an adjective, the noun is psittaciform

ABBREVIATIONS (these must be defined on first use)

PCV-2 porcine circovirus type 2

PDNS porcine dermatitis and nephropathy syndrome

PEDV porcine epidemic diarrhoea virus

PETS Pet Travel Scheme

PFGE pulsed-field gel electrophoresis

PGE parasitic gastroenteritis

PI3 parainfluenza virus type 3

PI Committee Preliminary Investigation Committee

PML pharmacy merchants list

PMWS postweaning multisystemic wasting syndrome

POM prescription-only medicine

PPH pruritus-pyrexia-haemorrhage (syndrome)

ppm parts per million (NB lower case)

PPV porcine parvovirus

PRRS(V) porcine reproductive and respiratory syndrome (virus)

PUPD polyuria/polydipsia

Q

q (meaning 'every') - do not use, write out in full, e.g. q12h = 'every 12 hours'

quality-of-life is hyphenated

R

raccoon not racoon

RCVS when referring to as 'college' in text, this is lower case

record-keeping with a hyphen

regimen not regime, for example, feeding regimen, treatment regimen, and so on. Regime is used only in a political context

registered veterinary nurse (RVN) lower case

resistant to not against

restriction enzymes are written as, for example, EcoRI, BamHI

Revue Scientifique et Technique – Office International des Epizooties journal title

rose bengal lower case

round table two word

ruminal not rumenal

RCVS - doesn't need to be defined

RCVS council, and college should be lower case

ABBREVIATIONS (these must be defined on first use)

RBC red blood cell

RBT rose bengal test

RSV respiratory syncytial virus

RVC Royal Veterinary College

RT-PCR reverse transcriptase-PCR

RUMA Responsible Use of Medicines in Agriculture

References

References should be given in the Vancouver format.

In the text references should be numbered as they appear. In the reference list they should be given in numerical order.

Papers

Punctuation of references must follow adapted Vancouver style:

Lastname AB, Lastname CD. Article title. *Journal title* Year;vol:start page–end page.

Use one space only between words up to the year and then no spaces. The journal title should be in italics and abbreviated according to the style of Index Medicus. If the journal is not listed in Index Medicus then it should be written out in full. List the names and initials of all authors if there are 3 or fewer; otherwise list the first 3 and add et al. Except JMG, which lists all authors. The year of the document should be represented in four-digit format. The volume should be bold.

For example: You CH, Lee KY, Chey RY, et al. Electrogastrographic study of patients with unexplained nausea, bloating and vomiting. *Gastroenterology* 1980;**79**:311–14.

Books

Personal author(s):

Colson JH, Armour WJ. Sports injuries and their treatment. 2nd rev edn. London: St Paul, 1986.

Editor(s), compiler as author:

Diener HC, Wilkinson M, eds. Drug-induced headache. New York: Springer-Verlag, 1988.

Organisation as author and publisher:

Virginia Law Foundation. The medical and legal implications of AIDS. Charlottesville: The Foundation, 1987.

Chapter in a book:

Weinstein L, Swartz MN. Pathologic properties of invading micro organisms. In: Sodeman WA Jr, Sodeman WA, eds. Pathologic physiology mechanisms of disease. Philadelphia: Saunders, 1974: 457–72.

Conference Paper

Harley NH. Comparing radon daughter dosimetric and risk models. In: Gammage RB, Kaye SV, eds. Indoor air and human health. Proceedings of the Seventh Life Sciences Symposium; 29–31 October 1984, Knoxville (TN) Chelsea (MI): Lewis, 1985:69–78.

Websites

Websites are referenced with their URL and access date. Access date is important, as websites can be updated and URLs change. The “data accessed” can be later than the acceptance date of the paper, and it can be given as the month the site was accessed. Department of Health. Best practice guidelines for doctors and other health professionals on the provision of advice and treatment to young people under 16 on contraception, sexual and reproductive health. 2004. www.dh.gov.uk/ (accessed 3 March 2006)

S

S-100/S100 protein hyphenated, antibody not hyphenated

salmonella In general on first use, give the genus and serotype, e.g. *Salmonella* Dublin, styled as shown here, which can then be abbreviated to S Dublin. A similar system applies to *Leptospira*. On occasion (e.g. in a paper about *Salmonella*) the authors might use the full formal name, eg, *Salmonella enterica enterica* serotype Dublin

sandfly one word

sanguineous (note the 'e')

sarcoma plural is sarcomas

sc subcutaneous(ly) - write in full, never abbreviate

scoring systems all scores are given as numerals. Only body condition scores are given to one decimal place

scour should be changed to diarrhoea (scour is not a scientific term) in scientific articles (but term is acceptable in surveillance reports from VLA and SAC etc)

RCVS Schedule 3 - abbreviated to S3 not SIII

sea lion two words

second(s) should not be abbreviated to s unless it is part of a compound unit, eg, m/s

sensitive to not against

sett badger sett

sex is the correct term and should be used in place of 'gender' in research papers

Shiga toxin

shorthair one word, eg, domestic shorthair

short-term hyphenated when used as an adjective

sid (dose rate) - do not use, write out in full 'once a day'

side effects no hyphen

south-east hyphenated

species names are in italics (see also 'genus' and 'Taxonomy' for further guidance)

RCVS **Specialist** is capitalised, but rest of title is not. eg, RCVS Specialist in cattle health

sp/spp/ssp do not use as an abbreviation, write the words 'species' and 'subspecies' in full always

stillbirth/stillborn one word

Student's t test

sub words are not hyphenated, e.g. subcutaneous

supplement Suppl in references

symptom do not use when referring to animals. Change to 'clinical signs' or just 'signs'. The term can be used if reference is being made to a condition in human beings, ONLY in the context of the human disease.

syncytial two 'y's and one 'i'

ABBREVIATIONS (these must be defined on first use)

SARSS Suspected Adverse Reaction Surveillance Scheme

SAT serum agglutination test

SCOPS Sustainable Control of Parasites in Sheep initiative

SEAC Spongiform Encephalopathy Advisory Committee

SEERAD Scottish Executive Environment and Rural Affairs Department

SNT serum neutralisation test

SPF specific pathogen-free

SOPs standard operating procedures

SPVS Society of Practising Veterinary Surgeons

SRM specified risk material

T

tables footnote symbols to be used are in the order: *, †, ‡, §, ∞, #, Δ

Taxonomy Genus, species, subspecies names are in italics, for example, *Streptococcus equi* subspecies *equi*. Higher taxa (eg, class, family) are written in roman text with an initial capital, for example, Pasteurellaceae or Equidae.

Teflon do not use. Use polytetrafluoroethylene (PTFE)

tendonitis not tendinitis

thrombocytopenia no 'a' in 'penia'

tid (dose rate) - do not use, write out in full 'three times a day'

time 24-hour clock is used, that is, 09.00 and 21.00, not 9 am and 9 pm

titles in general, do not use. In text, it would be Mark Jones, professor in xxx. No CBE, MBE, but we would use Lord, Dame, Sir, etc.

titres use 1:100, not 1/100

top-up hyphenated when as an adjective, eg, top-up fees

trade names use generic names in text but put (trade name; manufacturer) after first occurrence. In addition, do not include TM, (R) after the product name or Co, Ltd, plc, GmbH, SA, Pty, or similar suffixes in manufacturer's names

tumour stages are scored in Roman numerals

ABBREVIATIONS (these must be defined on first use)

T₃ thyroid-stimulating hormone (note use of subscript)

T₄ thyroxine (note use of subscript)

TGEV transmissible gastroenteritis virus

TNF tumour necrosis factor

TRT turkey rhinotracheitis (virus)

TVI temporary veterinary inspector

U

U (units) capital

underrate not hyphenated

under-report hyphenated

units should always be SI units. Convert, or get the author to convert, if conventional [eg, mg/dl, °F] or imperial [eg, inches, acres] units are used. There should be a gap between the 'number' and the unit, for example 10 cm, 4 kg, and so on. EXCEPT there is no gap for molarity, that is, 10M, 1mM, 1µM and so on, or temperatures: 25°C not 25 ° C. Do not spell out 'litres' or 'seconds' when used as part of a compound unit, eg, 10 mg/l, 2 m/s, but do if used by itself. Larger units of time (minute, hour, day, week, month year) must always be written as a full word and not abbreviated in the text; in tables, it is acceptable to use m and y when describing animals' ages but these must be defined in the Footnotes.

unpublished references use initial and surnames of all people involved in the work, then add either 'personal communication' or 'unpublished data' as appropriate

up-to-date hyphenated when used as an adjective, eg, 'an up-to-date chapter' but not in 'the chapter is up to date'

UK United Kingdom: this includes England, Scotland, Wales and Northern Ireland. Write in full in titles but abbreviate undefined in text

USA not US. Does not need to be defined

V

vaccinate against not 'vaccinate for'. Also, prefer to state that vaccination is against a pathogen, not a disease

venepuncture not venipuncture

vectorborne one word

versus can be abbreviated to v when in brackets, tables and if used a lot of times in the text

vertebrae when referring to vertebrae, use C/T/L, etc, followed by the number. All full caps, no subscripts

Veterinary Clinics of North America: Small Animal Practice/Equine Practice/Food Animal Practice note style of journal title

vitamins Capital letter followed by subscript, for example, vitamin B3

vowels double vowels are usually hyphenated (anti-inflammatory, atlanto-occipital) except coordinate/coordination, cooperate/cooperation

ABBREVIATIONS (these must be defined on first use)

VI virus isolation

VIC Veterinary Investigation Centre (note capitals)

VIDA Veterinary Investigation Diagnosis Analysis (the VLA's database)

VIO veterinary investigation officer

VMAT vaginal mucus agglutination test

VMD Veterinary Medicines Directorate

VN virus neutralisation

VPC Veterinary Products Committee

VPIS Veterinary Poisons Information Service

VRC Veterinary Residues Committee

VTEC verocytotoxin-producing *Escherichia coli*

W

waterborne one word

we in research papers, edit to a suitable impersonal term

website one word, lower case

wellbeing one word

while not whilst

white paper lower case

worldwide one word

Weight bearing two words

Wilcoxon rank-sum statistical test

ABBREVIATIONS (these must be defined on first use)

WBC white blood cell

WHO World Health Organization (note the 'z')

X

x axis lower case 'x'

x-ray lower case 'x' and use only in the context of the radiation itself; otherwise refer to radiography/radiograph as appropriate

Y

y axis lower case 'x'

yolk sac two words

youngstock one word

Z

'z' in words change to 's', for example, generalized should be generalised, categorize should be categorise, and so on

Ziehl-Neelsen stain (note use of hyphen not en-dash)

ABBREVIATIONS (these must be defined on first use)

ZN Ziehl-Neelsen

ZST zinc sulphate turbidity test