

Manuscript Criteria and Information

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Manuscript Preparation: Manuscript preparation should generally follow the guidelines outlined in The International Committee of Medical Journal Editors: "Uniform requirements for manuscripts submitted to biomedical journals," *The Journal of the American Medical Association*, March 19, 1997;277:927-934. An abstract of 100-150 words is required. The main text should be narrative in form and should be broken up into appropriate headings and/or subheadings. Any abbreviations used should be completely defined upon the first usage. The style of writing should conform to acceptable English usage and syntax. Please avoid slang, medical jargon, obscure abbreviations, and abbreviated phrasing.

Manuscripts should be submitted electronically online to the email address above as a Microsoft Word document. Authors' names should be on the title page ONLY. Revisions, editorials, and editorial correspondence follow the same procedures outlined, including a word count.

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Acknowledgment Section: List all persons who have made substantial contributions to the work reported in the manuscript (including writing and editing assistance), but who are not authors; any financial interest in the subject matter or materials discussed in the manuscript; any research or project support/funding; any grant support. Manuscripts with statistical evaluations should include the name and affiliation of statistical reviewer(s).

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Format: Articles should be submitted in Times New Roman 12 point font, single spaced with no additional or unnecessary styles applied to text.

References: List references numerically (not alphabetically). All subsequent reference citations should be to the original number. Cite all references in the text or tables. Unpublished data and personal communications should not be listed as references. References to journal articles should include (1) author(s) (list all authors and/or editors up to three; if more than three, list first three and “et al.”), (2) title, (3) journal name (as abbreviated in PubMed), (4) year, (5) volume number, and (6) inclusive page numbers. References to books should include (1) author(s) (list all authors and/or editors up to six; if more than six, list first three and “et al.”), (2) chapter title (if any), (3) editor (if any), (4) title of book, (5) city of publication, (6) publisher, and (7) year. Volume and edition numbers, specific pages, and name of translator should be included when appropriate. The reference numbers in the reference list (if any) should be keystroked. Do not let the word processing program generate the reference numbers, using such features as automatic footnotes or endnotes. The author is responsible for the accuracy and completeness of the references and for their correct text citation. Please note how reference is set in text in example below. Set yours to match.

References in Text: The following is an example of how to list references within the text: “The Hawaii outbreak included at least one autochthonous case.”⁷

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Tables, Illustrations, Legends: Number all tables and illustrations in the order of their citation in the text. Include a title for each table and figure – a brief, succinct phrase, preferably no longer than 10 to 15 words.

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Illustrations: Illustrations should be submitted online as a separate document. Most standard programs will be accepted. Please refer to the next section for details.

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- Include research or project support/funding in an acknowledgment (if applicable).
- Check all references for accuracy and completeness. Put references in proper format in numerical order, making sure each is cited in sequence in the text. Please see In-Text Example above and make sure your references are set the same way.
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