

GUIDELINES FOR AUTHORS

The *Journal of Obstetric, Gynecologic, and Neonatal Nursing (JOGNN)* is the official journal of the Association of Women's Health, Obstetric and Neonatal Nurses (AWHONN). A peer-reviewed journal, *JOGNN* reflects practice, research, policies, opinions, and trends in the care of women, childbearing families, and newborns. *JOGNN* presents the scholarship that is the driving force behind nursing practice. Although not required, queries may be addressed to Nancy K. Lowe, CNM, PhD, FACNM, FAAN, Editor, *JOGNN*, University of Colorado Denver, College of Nursing, C288-28, 13120 East 19th Ave., Aurora, CO 80045. For additional information about *JOGNN* go to <http://jognn.awhonn.org>, e-mail JOGNN@awhonn.org, or call 877-234-3925.

Authors should submit manuscripts via the Internet at <http://jognn.edmgr.com> (Editorial Manager). Detailed instructions for first-time users are available on the Editorial Manager Web site. Once a manuscript is submitted in Editorial Manager, the corresponding author will be notified by e-mail.

The editor welcomes manuscripts in the following categories:

Research—results of studies that identify specific implications for clinical practice.

In Review—systematic or integrated literature reviews, including specific implications for practice, policy, or research.

Principles & Practice—analysis of innovations and trends in clinical practice, care delivery systems, education programs, and public policy.

Case Reports—new information through case reviews of nursing and inter-professional care. Authors must provide written consent from the participant when clinical descriptions make identification possible.

Contemporary Perspectives—brief, critical commentaries on professional issues or societal trends.

Letters to the Editor—points of current interest or comments on an article published in the journal. The editor reserves the right to accept, reject, or excerpt letters. Letters should reference published articles no later than three months after publication.

In Focus—department within *JOGNN* that provides in-depth treatment of current topics. Invited guest editors solicit focused manuscripts for review. Queries from potential guest editors of proposed series may be addressed to Marilyn Stringer, PhD, WHNP-BC, RDMS, stringer@nursing.upenn.edu

Requirements for Submissions:

1. Manuscripts must be original, not published previously, and not under consideration by another publication. The editor will consider publishing a complete report following the publica-

tion of preliminary findings (e.g., in an abstract) or presentations.

2. All authors must sign a copyright transfer. This form should be sent via hard copy to the Managing Editor at 308 New York Avenue, Salisbury, MD 21801.
3. The authors must disclose any commercial interest they have in the subject of their study as well as the source of any financial or material support. Each author must complete an author disclosure form, and the hard copy original should be sent to the Managing Editor with the copyright form as per above.
4. A copy of institutional review board (IRB) approval (or a letter from the IRB chair stating that approval for the study is not required) is required for any research published in *JOGNN*.

Note to NIH Grantees

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AUTHORSHIP

In order to qualify as an author for a manuscript submitted to *JOGNN*, all persons designated as authors should qualify for authorship, and all those who qualify should be listed. Each author should have participated sufficiently in the work to take public responsibility for appropriate portions of the content. Such participation ordinarily includes all of the following:

- Involvement in conception or design of the project or other scholarly work
- Important contribution(s) to critical aspects of the conduct of the research or other scholarly work
- Drafting the article submitted and revising it for important intellectual content
- Approval of the final, submitted version

Participation that does not qualify for authorship includes data gathering, provision of financial or other support, or review of a preliminary draft. When a large, multi-center group has conducted the work, the group should identify the individuals who accept direct responsibility for the manuscript.

The maximum number of authors usually permitted is six on Research articles and four on all other types of articles. If more than these numbers of authors are desired, specific informa-

tion explaining the role of each author should be included in a cover letter.

For further information visit the International Committee of Medical Journal Editors website at <http://www.icmje.org/#author>

Reporting Guidelines

JOGNN has adopted the following reporting guidelines. Links on the author's resource page (<http://www.editorialmanager.com/jognn/account/AuthorPage.html>) provide specific, detailed information about each of the guidelines and associated checklists. When submitting manuscripts, please use these checklists.

CONSORT

The CONSolidated Standards Of Reporting Trials (CONSORT) provides direction for reporting randomized controlled trials and includes the CONSORT Statement, a checklist focused on the structure of the report, and a flow diagram to document the progression of all participants through the trial.

STROBE

The STROBE guidelines stand for STrengthening the Reporting of OBServational studies in Epidemiology. Similar to CONSORT, these guidelines provide direction for the reporting of nonexperimental quantitative research.

PRISMA

The Preferred Reporting Items of Systematic reviews Meta-Analyses (PRISMA) provides standards for the preparation of reports of systematic literature reviews and meta-analyses. An expansion of the previous QUOROM Statement, PRISMA can be applied to reviews of randomized trials and other types of research and includes a checklist and flow diagram. Also review the guidance provided in "Systematic reviews" (Lowe, 2009).

MOOSE

The MOOSE guidelines provide specific direction for reporting Meta-analysis Of Observational Studies in Epidemiology.

SQUIRE

The SQUIRE guidelines provide Standards for Quality Improvement Reporting Excellence. These guidelines should be used for all reports of quality improvement projects.

STARD

The STARD statement provides STANDards for the Reporting of Diagnostic accuracy studies.

Preparation for all Manuscripts:

Double-space all pages, including the abstract, text, references, tables, and legends. Use 12-point font and uniform margins of 1" at the top, bottom, right, and left. Do not right justify lines. Do not divide words at the end of a line.

Number pages consecutively. Include a running head, a shortened version of the title with 50 characters or fewer, at the top of each page to identify the manuscript. The running head must not contain any author names or initials. In the left margin, consecutively number each line of text.

The average article in *JOGNN* is 15 to 18 manuscript pages, plus references, tables, illustrations, and callouts. In Review articles can be longer than 18 pages if indicated.

Refer to the *Publication Manual of the American Psychological Association (APA)*, sixth edition, for grammar, punctuation, and style; *Webster's Eleventh Collegiate Dictionary* for spelling of non technical words; *Dorland's Illustrated Medical Dictionary* for spelling of medical terms; and Haller and Holditch-Davis (2000) for guidelines on statistical reporting. In general, it is not necessary to specify the statistical package used to analyze research data. Use generic names of all drugs and products. Report physical measures in SI (International System of Units) units. For examples of conversion to SI equivalents, refer to the APA manual.

Authors for whom English is a second language are encouraged to have their manuscript professionally edited before submission. A list of independent suppliers of editing services can be found at www.blackwellpublishing.com/bauthor/english_language.asp. All services are paid for and arranged by the author, and use of one of these services does not guarantee acceptance or preference for publication.

Title:

Limit the title to no more than 15 words. Ensure that the title summarizes the main idea of the paper; is fully explanatory standing alone; and avoids the use of the words *method*, *results*, *a study*, and *an experimental investigation*. Colons in titles should be avoided. See Ryan-Wenger (1992) for guidelines regarding the titling of research reports.

Keywords:

Submit 3–10 keywords with the abstract for use in indexing the article.

Abstract:

See Watson (2006) for general guidelines regarding writing abstracts.

Abstracts for Principles & Practice, Case Reports, Contemporary Perspectives, and In Focus Articles (that are not research reports).

Enclose an abstract of no more than 75 words (in paragraph form). The abstract should be factual, not descriptive, giving the main points of the paper. Instead of saying what will be described, describe it.

Abstracts for Research Articles.

Enclose an abstract of no more than 250 words, using the following headings:

- Objective
- Design
- Setting
- Participants
- Methods
- Results
- Conclusion

See Haynes, Mulrow, Huth, Altman, and Gardner (1990) for more information on research abstracts.

Abstracts for In Review Articles.

Enclose an abstract of no more than 300 words, using the following headings:

- Objective
- Data Sources
- Study Selection
- Data Extraction
- Data Synthesis
- Conclusions

Refer to Haynes et al. (1990) for more information.

Callouts:

Provide three call outs of not more than 25 words each. Callouts highlight a major premise or conclusion of an article. The author may use direct quotes from the manuscript or write new sentences. Indicate in the manuscript approximately where each callout should appear in the published article. Avoid repeating text found in the abstract or the first page of the article. Callouts for research articles should identify the problem the study addresses, the primary conclusions of the study, the major implication for practice, or factors that contribute to the conclusions of the study. Callouts for all other articles should describe the major reason for addressing the topic of the article, identify the primary conclusion, and identify the major implication for practice.

References:

Cite current primary sources only. Use references prudently. Cite references in the text in the style outlined in the *Publication Manual of the American Psychological Association*, sixth edition. The reference list also should be formatted in APA style. Identify sources of quotations and all other borrowed materials.

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Tables:

Do not include more than six tables. Submit only actual tabular material in table form. Simple lists should be incorporated into the text. Type each table on a separate page with its own title. Number tables consecutively with Arabic numerals and cite in numeric

order in the text. Number pages with tables following the reference list. The author must obtain written permission from the original publisher to include a previously published table with the article (see "Permissions" above for more information). Each previously published table must carry a credit line stating the original source.

Refer to *Presenting your findings: a practical guide for creating tables* (Nicol & Pexman, 1999) for presentation of statistical data. Tables of studies included in systematic reviews should use the following column headings: author/date, participants, methods, interventions, outcomes. Information included for each study should be presented in a standardized manner and be as succinct as possible.

Artwork:

Figures, graphs, and illustrations.

Figures should be uploaded with the manuscript via the Editorial Manager system. Image files may be part of the manuscript itself or may be submitted as separate files in .JPG, .TIF, or .EPS format. Image files must be high-resolution: at least 300 dpi. If your manuscript includes figures, tables, photos or other visuals, please refer to the guidelines of our publisher, Wiley-Blackwell, at <http://authorservices.wiley.com/bauthor/illustration.asp>.

Each figure, graph, or illustration should be on a separate page with its own title. Number figures consecutively with Arabic numerals, and cite each figure in numeric order in the text. Number pages with figures following the reference page(s) and table page(s). Follow APA style when labeling tables, figures, and photographs. Keep all explanatory material and legends in the captions beneath the figure, graph, or illustration to which they pertain. The author must obtain written permission of the original publisher to include a previously published figure. The author must obtain subjects' written permission to publish their photographs in *JOGNN*.

Manuscript Checklist:

- The manuscript is blinded and contains no identifying information. Each page has a running head that does not include author names or initials.
- First page includes title, abstract and keywords.
- Three callouts (page 2).
- Text (page 3). Each line of text is numbered consecutively in the left margin.
- References (begin on a new page).
- Tables (each on a separate page).
- Figures (each on a separate page).

Submission Checklist:

- Cover letter submitted electronically includes (a) all author names in the order they should appear in the by line; (b) the name, complete mailing address, and e-mail address of the author who will be responsible for correspondence regarding the

manuscript; (c) author identification notes including name, credentials, position title, place of employment or organizational affiliation, city, and state for all authors; (d) a statement that all authors have seen and approved the manuscript; (e) acknowledgment of funding sources for research or significant nonauthor contributions to the work limited to 25 words; (f) additional information that may be helpful to the editor, such as the type of article the manuscript represents; (g) information on previous or duplicate publication or submission.

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The editorial staff will return, unreviewed, manuscripts that are submitted without a copyright transfer or are not formatted per the author guidelines.

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