# JOGNN

# **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 clinical scholarship that is the driving force behind nursing practice. Queries may be addressed to Nancy K. Lowe, CNM, PhD, FACNM, FAAN, Editor, JOGNN, University of Colorado at Denver and Health Sciences Center, School of Nursing, C288-28, Education 2 North, Room 4235, 13120 East 19th Ave., P.O. Box 6511, Aurora 80045. For additional information about JOGNN go to http://jognn.awhonn.org or e-mail JOGNN@awhonn.org.

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The editor welcomes manuscripts in the following caegories:

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

Research—results of studies that identify specific implications for nursing practice. Thoughts & Opinions—brief, critical commentaries on professional issues or societal trends.

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

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

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.

In Focus—department within *JOGNN* that provides in-depth treatment of current topics. Invited guest editors solicit focused manuscripts for review. Queries from possible guest editors of proposed series may be addressed to Margaret H. Kearney, RN, PhD, FAAN, Associate Editor, *JOGNN*, University of Rochester, School of Nursing, 601 Elmwood Ave., Box SON, Rochester, NY 14642-8404.

#### 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 publication of preliminary findings (e.g., in an abstract) or presentations.
- 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.
- 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.

# Preparation for all Manuscripts:

Double-space all pages, including the title page, abstract, text, acknowledgments, 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 12 to 16 manuscript pages, plus references,

tables, illustrations, and callouts. In Review articles can be longer than 16 pages if indicated.

Refer to the Publication Manual of the American Psychological Association (APA), fifth edition, for grammar, punctuation, and style; Webster's Eleventh Collegiate Dictionary for spelling of nontechnical 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, Thoughts & Opinions, Case Reports, and Clinical Issues 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 200 words, using the following headings:

- Objective
- Design
- Setting
- Patients/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 200 words, using the following headings:

- Objective
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- Study Selection
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- Data Synthesis
- Conclusions

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

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Provide three callouts 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 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*, fifth edition. The reference list also should be formatted in APA style. Identify sources of quotations and all other borrowed materials.

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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 "References" above for more information). Each previously published table must carry a credit line stating the original source.

# Artwork:

Figures, graphs, and illustrations. Figures should be uploaded as high resolution files in the Editorial Manager system. 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:

- Title page has title, name(s) of author(s), and a running head at the top of the page.
  This is a separate page, numbered page 1.
  The running head does not include author names or initials.
- Author identification notes (*page 2*). Notes include name, credentials, title, place of

- employment or organizational affiliation, city, state, and e-mail address.
- Acknowledgments (page 2). All funding sources for research, significant nonauthor contributions to the work, should be included in not more than 25 words.
- Abstract and keywords (page 3).
- Three callouts (page 4).
- Text (*page 5*). 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) the name, address, telephone number, fax number and e-mail address of the author who will be responsible for correspondence regarding the manuscript; (b) a statement that all authors have seen and approved the manuscript; (c) additional information that may be helpful to the editor, such as the type of article the manuscript represents; (d) information on previous or duplicate publication or submission of any part of the work to another publication.
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# References

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