Guidelines for Authors

JOGNN is an official journal of the Association of Women’s Health, Obstetric and Neonatal Nurses. The mission of JOGNN is to advance the health and health care of women, childbearing families, and newborns through the publication of peer-reviewed nursing and interdisciplinary scholarship. Although not required, queries may be sent to Nancy K. Lowe, CNM, PhD, FACNM, FAAN, Editor in Chief JOGNN, via e-mail to jognn@awhonn.org. For additional information about JOGNN go to the Web site, e-mail jognn@awhonn.org, or call 800-673-8499 x2432 or 202-261-2432 (direct).

Authors should submit manuscripts electronically at 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 and each author will receive a confirmatory e-mail.

ARTICLE CATEGORIES

Research. Reports of studies that generate new knowledge to inform and advance clinical practice, policy, or research. These manuscripts are accompanied by structured abstracts of no more than 250 words using the following headings:
- Objective
- Design
- Setting
- Participants
- Methods
- Results
- Conclusion

Reports of randomized controlled trials must follow the CONSORT Standards of Reporting Trials (CONSORT) guidelines. CONSORT 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. Authors also must provide evidence that the trial was registered with ClinicalTrials.gov or other relevant clinical trials registration before conduct of the trial.

Reports of nonexperimental quantitative studies should follow the Strengthening the Reporting of Observational studies in Epidemiology (STROBE) guidelines, while reports of diagnostic accuracy studies should follow the STANDards for the Reporting of Diagnostic Accuracy (STARD) studies guidelines.

Review. Meta-analyses, meta-syntheses, systematic or integrated literature reviews with specific implications that advance practice, policy, or research. Review manuscripts are accompanied by abstracts of no more than 300 words using the following headings:
- Objective
- Data Sources
- Study Selection
- Data Extraction
- Data Synthesis
- Conclusion

Reports of systematic reviews must follow the Preferred Reporting Items of Systematic reviews and Meta-Analyses (PRISMA) guidelines. PRISMA can be applied to reviews of randomized trials and other types of research and includes a checklist and flow diagram. Reports of scoping reviews must follow the Preferred Reporting Items for Systematic reviews and Meta-Analyses extension for Scoping Reviews (PRISMA-ScR) Checklist. The MOOSE guidelines provide specific direction for reporting Meta-analysis of Observational Studies in Epidemiology.

Also review the guidance provided in “Systematic Literature Reviews” (Lowe, 2009).

Health Care Improvement and Evaluation. Reports of quality improvement, program evaluation, and evidence-based practice projects with implications beyond the study site (McCarty, 2019). Manuscripts in this category are accompanied by structured abstracts of no more than 250 words using the following headings:
- Objective
- Design
- Setting/Local Problem
- Patients
- Intervention/Measurements
- Results
- Conclusion

The format must follow the Standards for Quality Improvement Reporting Excellence (SQUIRE) guidelines and outline. A useful table to help authors format these articles is available.

Principles & Practice. Analysis of innovations and trends in health care, clinical practice, care delivery systems, or public policy, including application of theory or new information to nursing practice. These manuscripts include unstructured abstracts of no more than 125 words that are factual and provide the main points of the manuscript.

Critical Commentary. Analysis of issues, opinions, experiences, or personal perspectives. These manuscripts include unstructured abstracts of no more than 125 words that are factual and provide the main points of the manuscript.

Case Reports. Presentation of new information through case reviews of nursing and interdisciplinary care. Authors must provide written consent from the participant when clinical descriptions make identification possible. These manuscripts include unstructured abstracts of no more than 125 words that are factual and provide the main points of the manuscript.

Case reports must follow the CAse REport (CARE) guidelines that include a 13-item checklist for guidance in writing a case report. Although written from a medical perspective, these guidelines are generally applicable and can be adapted for nursing case reports.

Methods. Reports of analysis of the development of new methods or novel applications of methods of intervention, research, practice improvement, or evaluation. These manuscripts include unstructured abstracts of no more than 125 words that are factual and provide the main points of the manuscript.

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.

REQUIREMENTS FOR SUBMISSION

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. Previous presentation of research findings should be disclosed in the cover letter.

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 a combined copyright transfer & author disclosure form that will be uploaded with the
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. Clinical trials registration information must also be provided in the cover letter if applicable.

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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. As per the International Committee of Medical Journal Editors (n.d.), such participation includes the following:

- Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND
- Drafting the work or revising it critically for important intellectual content; AND
- Final approval of the version to be published; AND
- Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

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 manuscripts and four on all other types of manuscripts. If more than these numbers of authors are desired, specific information explaining the role of each author should be included in a cover letter.

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 shortened version of the title 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. Review articles can be longer than 18 pages if indicated.

Refer to the Publication Manual of the American Psychological Association (APA Manual), 7th edition (2019), for grammar, punctuation, and style; Merriam-Webster’s Collegiate Dictionary, 11th edition (2003), for spelling of nontechnical words; Dorland’s Illustrated Medical Dictionary for spelling of medical terms; and the APA Manual for guidelines on statistical reporting. Also see Lowe (2018) regarding specific word use consistent with JOGNN’s style. 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 International System of Units (SI) 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 manuscripts professionally edited before submission. Authors may wish to use the English Language Editing service available from Elsevier’s WebShop or visit Elsevier’s Customer Support site for more information. 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.

Keywords. Submit 3–10 keywords with the abstract for use in indexing the article. See the MeSH on Demand tool provided by the U.S. National Library of Medicine for assistance.

Précis. Authors should provide a précis for use in the table of contents. The précis is a single sentence of no more than 25 words that is written in the present tense and states the conclusion(s) of the report. The précis should be similar to the abstract’s conclusion.

Callouts. Provide three callouts of not more than 25 words each. 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. Callouts for research manuscripts 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 manuscripts should describe the major reason for addressing the topic of the manuscript, identify the primary conclusion, and identify the major implication for practice. Participant quotes are not appropriate as callouts. Callouts are not limited to direct quotes from the text.

References. Cite current, primary sources only, preferably those published in the last 5 years but no more than the last 10 years (with the exception of seminal studies or reports of tools or theory). Use references prudently. Cite references in the text in the style outlined in the APA Manual. The reference list also should be formatted in APA style. Identify sources of quotations and all other borrowed materials.

Data references. We encourage authors to cite underlying or relevant data sets in text and in the reference list. Data references should include the following elements: author name(s), data set title, data repository, version (where available), year, and global persistent identifier. Add [data set] immediately before the reference so we can properly identify it as a data reference. This identifier will not appear in your published article.

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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 manuscript (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, 2010) 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.

Statistics. Consistent with the recommendations of the American Statistical Association, statistical reporting must adhere to the following principles (Hayat, Staggs, Schwartz, & Higgins, 2019):

- When a p value is reported, state its value regardless of how small or large it may be.
- Avoid using .05 or any other cutoff for a p value as the basis for a decision about the meaningfulness/importance of an effect.
- In reporting a p value, a measure of the effect size should be included along with a corresponding interval estimate (e.g., confidence interval).

Artwork. Figures, graphs, and illustrations 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 JPEG, TIFF, 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 Artwork guidelines provided by Elsevier.

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.

Supplemental data. Authors are encouraged to submit supplemental files with their manuscripts. Supplemental data should enhance the content of the manuscript but should not be essential to the meaning. Files can include short video clips, interviews, data sets, evidence tables, additional figures, etc. and will be reviewed with the manuscript. If the manuscript is accepted, data files will be available online. For additional information, please contact the managing editor at jognn@awhonn.org.

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, keywords, and précis statement.
— Three callouts (page 2).
— Text (page 3).
— Each line of text is numbered consecutively in the left margin beginning with the abstract.
— 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 byline; (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, department, 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 non-author contributions to the work limited to 25 words; acknowledgement of participants is not permitted; (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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