



JOURNAL OF ALLERGY AND CLINICAL IMMUNOLOGY

Official Journal of the American Academy of Allergy, Asthma and Immunology

AUTHOR INFORMATION PACK

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ISSN: 0091-6749

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Original articles

A. These should describe fully, but as concisely as feasible, the results of original clinical and/or laboratory research. *Special note regarding case studies:* Case studies will be considered for publication only in the Letters to the Editor section of the Journal.

The average Original Article fills 7 pages in the printed journal, although manuscripts that exceed this may be occasionally accepted for publication at the Editors' discretion. In general, an Original Article should not exceed 3500 words, not including the abstract, figure legends, and references. Abstracts should be 250 words or less. If possible, each figure legend should be held to 200 words or less. Each Original Article may be accompanied by no more than 8 graphic presentations (tables and/or figures)-for example, 3 tables + 5 figures. (Additional text, tables, or figures can be designated as "supplemental" material, which will be included in the JACI's Online Repository. For more on this option, please see the "Online Repository Materials" section below.) Please note: Original Article manuscripts that are determined to significantly exceed these limits, or that do not include all of the elements listed below, may be returned to the authors for revision prior to review.

The title page, abstract, Capsule Summary, key words, abbreviations, text, acknowledgments, references, tables and figure legends should be included in one word-processing file (in .doc or .wpd format). Figures should be loaded as separate files in the format specified below.

1. Title page. The title page, abstract, clinical implications or key messages, Capsule Summary, key words, abbreviations, text, acknowledgments, references, tables, and figure legends should be included in one word-processing file (in .doc or .docx format). Figures should be loaded as separate files in the format specified below. Keep the title succinct: Limit it to 12 words or fewer. Communicate a single subject or idea in the title. Construct the title around the article's key words. Include the specific symptom, condition, intervention, mechanism, or function of the paper's central focus. Mention any defining population, age, gender, or animal species that distinguishes the work. Use terms that are specific rather than general (e.g., "penicillin" rather than "betalactam antibiotic") and include terms that clarify (e.g., "CXCR4" rather than "chemokine receptors"). Avoid using strong words (such as "robust," "innovative," "significant," "vigorous," and "aggressive"), as they may suggest exaggerated or unwarranted claims. Use wit carefully and appropriately; be informative first and clever second. Although a universally understood pun can work well to attract interest, ensure that it will not confuse or mislead the reader.

The titles of papers accepted for publication in the *Journal of Allergy and Clinical Immunology* may be revised for improved clarity and appeal to the readership. Such revision will have final approval by the authors.

The title should be followed by:

The list of authors, including their full names, highest academic degrees, and institutional affiliations. Please see the guidelines above regarding which contributors should be included in the author list. The name, address, telephone number, fax number, and email address of the author who should be contacted regarding the manuscript *following its publication*. Note: A different author may be designated as the Corresponding Author in EM for the duration of the submission and review processes. A declaration of all sources of funding for the research reported in the manuscript.

Note regarding National Institutes of Health-sponsored research: The JACI'S publisher, Elsevier, facilitates author posting in connection with the posting request of the NIH (referred to as the NIH "Public Access Policy"; see <http://publicaccess.nih.gov/>). If an author indicates that the research reported in their article was sponsored by the NIH, either by checking the appropriate box on the Transfer of Copyright form or by completing the relevant field during the online submission process, Elsevier will send the accepted version of the manuscript to PubMed Central (PMC) for public access posting 12 months after final publication. Please note that the accepted version of the manuscript does not include changes that are made during the review of galley proofs. For more information about PubMed Central, please visit <http://www.ncbi.nlm.nih.gov/pmc/about/faq/>.

2. Abstract. As a general rule, the abstract should be no longer than 250 words. It should summarize the results and conclusions concisely. Tabular data should not be included and acronyms/abbreviations should be avoided or spelled out fully. Abstracts should be structured as follows:

Background: What is the major problem that prompted the study? **Objective:** What is the purpose of the study? **Methods:** How was the study done? **Results:** What are the most important findings? **Conclusion:** What is the most important conclusion drawn?

3. Clinical Implications or Key Messages. Provide ONE of the following:

either

- a very brief paragraph (consisting of no more than 30 words) summarizing the diagnostic, therapeutic, or management implications of the article. The heading for this paragraph should be **Clinical Implications**.

or

- (if the article is mechanistic) two or three independent bulleted statements that present the key findings or concepts in the article and comment on their implications. The heading for this small set of bulleted statements should be **Key Messages**.

4. Capsule summary. The Table of Contents entry for each Original Article published in the Journal includes a short summary that encapsulates the report's findings for a clinically oriented audience. To create this summary, the authors must compose one or two brief sentences (totaling no more than 35 words) that describe the article's contribution to the literature. These sentences should succinctly state why the article is important and compelling and what relevance it has for the clinician.

5. Key words. A list of up to ten key words should follow the Capsule Summary.

6. Abbreviations. Provide a list of any abbreviations/acronyms and their definitions following the key words. Only standard abbreviations are to be used. If you are uncertain whether an abbreviation is considered standard, consult *Scientific Style and Format* by the Council of Science Editors or the AMA's *Manual of Style*. A laboratory or chemical term or the name of a disease process that will be abbreviated must be spelled out at first mention, the acronym or abbreviation following in parentheses.

7. Text. The manuscript should be written in clear and concise English. Authors whose primary language is not English should obtain assistance with writing to avoid grammatical problems. The text should be organized in sections as follows: Introduction, Methods, Results, and Discussion. Each section should begin on a new page. The generic terms for all drugs and chemicals should be used.

In studies involving human subjects, a statement describing approval by the appropriate Institutional Review Board is required. Studies involving experimental animals must include a statement in the Methods section indicating which guidelines were followed for the care and use of the animals (e.g., the "Principles of Laboratory Animal Care" formulated by the National Society for Medical Research or the "Guide for the Care and Use of Laboratory Animals" prepared by the Institute of Laboratory Animal Resources, National Research Council, and published by the National Academy Press [revised 1996]).

8. Acknowledgments. General acknowledgments for consultations, statistical analyses, and the like should be listed at the end of the text, including full names of individuals involved. However, as noted above, acknowledgment of funding should be listed on the title page.

9. References. It is the Editors' expectation that authors will perform a comprehensive search of the literature to gather the most current articles relative to the subject matter. All references that are five years old or more should be replaced with current literature, unless the referenced publication is a classic work that underscores the core subject.

Letters to the Editor

B. Letters to the Editor are brief reports of original observations that may have substantial scientific impact but are either preliminary or limited in scope and can deliver the message in a succinct format. Like Original Articles, these manuscripts are subject to peer review. Letters to the Editor are indexed in Medline, accessible to literature searches, and cited like original articles.

A Letter to the Editor must:

- (1) Be brief. The average Letter to the Editor fills 2 pages in the printed journal, although manuscripts that exceed this may be occasionally accepted for publication at the Editors' discretion. In general, a Letter to the Editor should not exceed 1000 words, not including the figure legend(s) and references. If possible, the figure legend(s) should be held to 60 words or less. Please note: Letter to the Editor manuscripts that are determined to significantly exceed these limits may be returned to the authors for shortening prior to review.
- (2) Have a short, relevant title. Please see the suggestions that appear above (under "A. Original Articles").
- (3) Have a complete title page (see section A1).
- (4) Be accompanied by a short summary that encapsulates the report's findings for a clinically oriented audience (see section A4).
- (5) Begin with the salutation "To the Editor:"
- (6) Close with the author's name(s), academic degree(s), institutions(s), and location(s).
- (7) Have no more than nine references.
- (8) List the references as complete bibliographic citations following the closure of the letter (see section A9 above for formatting).
- (9) Present lists of Key words, as relevant (see sections A5 and A6 above).
- (10) Be limited to a total of 2 figures and/or tables. (Essential figures or tables may be placed in the article's Online Repository but cannot exceed 10 printed pages. For more information, please see the relevant section below.)

Correspondence and replies

C. Correspondence concerning recent publications in the Journal will be considered for publication and accepted based on their pertinence, their scientific quality, and available space in the Journal. If the correspondence is considered acceptable, a response will be requested from the authors of the referenced JACI article. Upon review and approval by the Editor, the Correspondence and relevant Reply will both be published together.

Both Correspondence and Reply manuscripts must:

- (1) Be no longer than 500 words.
- (2) Have a short, relevant title, distinct from the title of the referenced article. Please note that all Replies should have the title "Reply to [Corresponding author's name]."
- (3) Have a complete title page (see section A1).
- (4) List the references as complete bibliographic citations at the end of the letter with the journal article being discussed as the first reference (see section A9 for formatting). The total number of references should be no more than seven. Replies should include the Correspondence to which they are replying as one of the references.

(5) Have no more than one graphic presentation (table or figure). (See the section on Graphic Presentations below).

(6) Begin with the salutation "To the Editor:" and close with the author's name(s), academic degree(s), institutions(s), and location(s).

Review articles

D. Review articles published in the Journal are invited by the Editors. Proposals for review articles may be emailed to the Editorial Office (jaci@aaaai.org), but current space constraints do not usually allow for the acceptance of unsolicited review manuscripts.

Rostrum articles

E. Opinion articles about subjects of particular interest and/or debate may be accepted for peer review after preliminary review by the Editor. Proposals for rostrum articles may be emailed to the Editorial Office (jaci@aaaai.org); they will be evaluated based on level of interest, novelty, and the current needs of the Journal.

Essential title page information

• **Title.** Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.

• **Author names and affiliations.** Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled. You can add your name between parentheses in your own script behind the English transliteration. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript letter immediately after the author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author.

• **Corresponding author.** Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. This responsibility includes answering any future queries about Methodology and Materials. **Ensure that the e-mail address is given and that contact details are kept up to date by the corresponding author.**

• **Present/permanent address.** If an author has moved since the work described in the article was done, or was visiting at the time, a 'Present address' (or 'Permanent address') may be indicated as a footnote to that author's name. The address at which the author actually did the work must be retained as the main, affiliation address. Superscript Arabic numerals are used for such footnotes.

Structured abstract

A structured abstract, by means of appropriate headings, should provide the context or background for the research and should state its purpose, basic procedures (selection of study subjects or laboratory animals, observational and analytical methods), main findings (giving specific effect sizes and their statistical significance, if possible), and principal conclusions. It should emphasize new and important aspects of the study or observations.

JACI graphical abstracts

Although a graphical abstract is optional, its use is encouraged as it draws more attention to the online article. The graphical abstract should summarize the contents of the article in a concise, pictorial form designed to capture the attention of a wide readership. Graphical abstracts should be submitted as a separate file in the online submission system. Image size: Please provide an image with a minimum of 531 × 1328 pixels (h × w) or proportionally more. The image should be readable at a size of 5 × 13 cm using a regular screen resolution of 96 dpi. Preferred file types: TIFF, EPS, PDF or MS Office files. You can view [Example Graphical Abstracts](#) on our information site.

Authors can make use of Elsevier's [Illustration Services](#) to ensure the best presentation of their images and in accordance with all technical requirements.

Please visit our [graphical abstracts page](#) for JACI-specific guidelines and downloadable icons.

Formatting of funding sources

List funding sources in this standard way to facilitate compliance to funder's requirements:

Funding: This work was supported by the National Institutes of Health [grant numbers xxxx, yyyy]; the Bill & Melinda Gates Foundation, Seattle, WA [grant number zzzz]; and the United States Institutes of Peace [grant number aaaa].

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.

If no funding has been provided for the research, please include the following sentence:

This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.

Units

Follow internationally accepted rules and conventions: use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.

Math formulae

Please submit math equations as editable text and not as images. Present simple formulae in line with normal text where possible and use the solidus (/) instead of a horizontal line for small fractional terms, e.g., X/Y. In principle, variables are to be presented in italics. Powers of e are often more conveniently denoted by exp. Number consecutively any equations that have to be displayed separately from the text (if referred to explicitly in the text).

Footnotes

Footnotes should be used sparingly. Number them consecutively throughout the article. Many word processors build footnotes into the text, and this feature may be used. Should this not be the case, indicate the position of footnotes in the text and present the footnotes themselves separately at the end of the article.

Artwork

Electronic artwork

General points

- Make sure you use uniform lettering and sizing of your original artwork.
- Preferred fonts: Arial (or Helvetica), Times New Roman (or Times), Symbol, Courier.
- Number the illustrations according to their sequence in the text.
- Use a logical naming convention for your artwork files.
- Indicate per figure if it is a single, 1.5 or 2-column fitting image.
- For Word submissions only, you may still provide figures and their captions, and tables within a single file at the revision stage.
- Please note that individual figure files larger than 10 MB must be provided in separate source files. A detailed [guide on electronic artwork](#) is available.

You are urged to visit this site; some excerpts from the detailed information are given here.

Formats

Regardless of the application used, when your electronic artwork is finalized, please 'save as' or convert the images to one of the following formats (note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):

EPS (or PDF): Vector drawings. Embed the font or save the text as 'graphics'.

TIFF (or JPG): Color or grayscale photographs (halftones): always use a minimum of 300 dpi.

TIFF (or JPG): Bitmapped line drawings: use a minimum of 1000 dpi.

TIFF (or JPG): Combinations bitmapped line/half-tone (color or grayscale): a minimum of 500 dpi is required.

Please do not:

- Supply files that are optimized for screen use (e.g., GIF, BMP, PICT, WPG); the resolution is too low.
- Supply files that are too low in resolution.
- Submit graphics that are disproportionately large for the content.

Color artwork

Please make sure that artwork files are in an acceptable format (TIFF (or JPEG), EPS (or PDF) or MS Office files) and with the correct resolution. If, together with your accepted article, you submit usable color figures then Elsevier will ensure, at no additional charge, that these figures will appear in color online (e.g., ScienceDirect and other sites) in addition to color reproduction in print. [Further information on the preparation of electronic artwork.](#)

Figures

If illustrations appear in the manuscript, they must be submitted in electronic format along with the rest of the manuscript. Each figure should be submitted as a separate electronic file, and should not be inserted into the file containing the text of the manuscript.

Basic guidelines:

Text within the figure should be in Times New Roman font. Keep a consistent font size throughout each figure, and for all figures. Images need to be easily readable with good contrast, particularly figures that have multiple parts and/or a lot of different symbols or components. Clarity and consistency should be uniform among the parts of a multi-part figure, and among all the figures in a manuscript. In colorizing your figure(s), we ask that you keep in mind that some of our readers are colorblind and may be unable to distinguish different colors easily. To accommodate these readers, we suggest that you consider some type of aid, such as labeling each column of a bar graph with an identifier or providing a key with differently shaped symbols to identify each set of data. It is also helpful to use colors of varying intensity so that they are distinguishable as different shades of gray when viewed by the colorblind. It is important that you submit all figures in the dimensions in which they are to be published in the journal. They must be sized to the smallest dimensions that allow legibility and clarity without undue use of space.

Figure legends

Note regarding figure legends: Figure legends should be listed in the manuscript file, on a separate page after the tables. They should not appear in the figure files. The figure legend will be included when sizing the figure and its length must therefore be taken into consideration. The figure title should appear at the beginning of each legend. The legends themselves should be succinct (no more than 200 words), identifying the data or subject being presented, but not explaining methods or results. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

Permission to reuse previously published materials

If applicable, authors of manuscripts submitted to the JACI must provide the Editorial Office with proof of permission to reuse any previously published material that has appeared in another publication. Additionally, in the case of photographs of identifiable persons, a signed release showing informed consent must be provided. Because articles appear in both the print and online versions of the journal, wording in the permissions form/release should specify "permission to publish in all forms and media." Upon obtaining written permission to reuse the specified material, forward the documentation to the Editorial Office by email (jaci@aaaai.org). Acceptance of a manuscript is conditional upon receipt of permission.

Please note: It sometimes takes up to 6-8 weeks to obtain permissions from a publisher, so be sure to allow plenty of time.

Illustration services

[Elsevier's WebShop](#) offers Illustration Services to authors preparing to submit a manuscript but concerned about the quality of the images accompanying their article. Elsevier's expert illustrators can produce scientific, technical and medical-style images, as well as a full range of charts, tables and graphs. Image 'polishing' is also available, where our illustrators take your image(s) and improve them to a professional standard. Please visit the website to find out more.

Figure captions

Ensure that each illustration has a caption. A caption should comprise a brief title (**not** on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

Tables

If tables appear in the manuscript, they must be included in the electronic submission. They may be placed within the manuscript file or loaded as separate files (in .doc or .docx format). Tables should supplement, not duplicate, the text; they should be on separate pages, one table per page, and should be numbered with Roman numerals in order of mention. A brief title should be provided directly above each table. Any abbreviations should be defined at the bottom of the table. When creating a table, use the word-processing program's table formatting feature; otherwise, use only tabs (not spaces) to align columns.

References

Citation in text

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Any references cited in the abstract must be given in full. Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. If these references are included in the reference list they should follow the standard reference style of the journal and should include a substitution of the publication date with either 'Unpublished results' or 'Personal communication'. Citation of a reference as 'in press' implies that the item has been accepted for publication.

Reference links

Increased discoverability of research and high quality peer review are ensured by online links to the sources cited. In order to allow us to create links to abstracting and indexing services, such as Scopus, CrossRef and PubMed, please ensure that data provided in the references are correct. Please note that incorrect surnames, journal/book titles, publication year and pagination may prevent link creation. When copying references, please be careful as they may already contain errors. Use of the DOI is highly encouraged.

A DOI is guaranteed never to change, so you can use it as a permanent link to any electronic article. An example of a citation using DOI for an article not yet in an issue is: VanDecar J.C., Russo R.M., James D.E., Ambeh W.B., Franke M. (2003). Aseismic continuation of the Lesser Antilles slab beneath northeastern Venezuela. *Journal of Geophysical Research*, <https://doi.org/10.1029/2001JB000884>. Please note the format of such citations should be in the same style as all other references in the paper.

Data references

This journal encourages you to cite underlying or relevant datasets in your manuscript by citing them in your text and including a data reference in your Reference List. Data references should include the following elements: author name(s), dataset title, data repository, version (where available), year, and global persistent identifier. Add [dataset] immediately before the reference so we can properly identify it as a data reference. The [dataset] identifier will not appear in your published article.

References in a special issue

Please ensure that the words 'this issue' are added to any references in the list (and any citations in the text) to other articles in the same Special Issue.

Reference management software

Most Elsevier journals have their reference template available in many of the most popular reference management software products. These include all products that support [Citation Style Language styles](#), such as [Mendeley](#). Using citation plug-ins from these products, authors only need to select the appropriate journal template when preparing their article, after which citations and bibliographies will be automatically formatted in the journal's style. If no template is yet available for this journal, please follow the format of the sample references and citations as shown in this Guide. If you use reference management software, please ensure that you remove all field codes before submitting the electronic manuscript. [More information on how to remove field codes from different reference management software](#).

Users of Mendeley Desktop can easily install the reference style for this journal by clicking the following link:

<http://open.mendeley.com/use-citation-style/the-journal-of-allergy-and-clinical-immunology>

When preparing your manuscript, you will then be able to select this style using the Mendeley plug-ins for Microsoft Word or LibreOffice.

Reference formatting

There are no strict requirements on reference formatting at submission. References can be in any style or format as long as the style is consistent. Where applicable, author(s) name(s), journal title/book title, chapter title/article title, year of publication, volume number/book chapter and the article number or pagination must be present. Use of DOI is highly encouraged. The reference style used by the journal will be applied to the accepted article by Elsevier at the proof stage. Note that missing data will be highlighted at proof stage for the author to correct. If you do wish to format the references yourself they should be arranged according to the following examples:

Reference style

References should follow "Vancouver style." See the examples below, or http://www.nlm.nih.gov/bsd/uniform_requirements.html for more information. Manuscripts in preparation, personal communications, and other unpublished information should not be cited in the reference list but may

be mentioned in the text in parentheses. The references must be identified in the text by superscript Arabic numerals and numbered in consecutive order as they are mentioned in the text. The list of references, in numeric sequence, should be typed at the end of the article. In the submitted version of the manuscript, references should not appear as footnotes or endnotes, and if you have used a program such as EndNote or Reference Manager to create them, the links between the reference numbers and the citations must be removed using the following steps:

(1) Using the "Select All" feature (Ctrl-A for PCs. Cmd-A for Macs), highlight the entire text of the file, including the references.

(2) Use the keystroke command Ctrl-6 for PCs or Cmd-6 for Macs.

(3) Save. This will remove the links (permanently) without disturbing the reference numbers or the citations. It is recommended that you save one copy of your manuscript with the EndNote links in place (for your reference) and one copy of your manuscript without the EndNote links (for submission purposes).

Please note that inclusive page numbers are required. List all authors' names when there are six or fewer; when there are seven or more, list the first six and add "et al."

Examples of Reference Formatting

Journal article:

Parkin DM, Clayton D, Black RJ, Masuyer E, Friedl HP, Ivanov E, et al. Childhood leukaemia in Europe after Chernobyl: 5-year follow-up. *Br J Cancer* 1996;73:1006-12.

Book:

Ringsven MD, Bond D. *Gerontology and leadership skills for nurses*. 2nd ed. Albany (NY): Delmar Publishers; 1996.

Chapter in a book:

Phillips SJ, Whisnant JP. Hypertension and stroke. In: Laragh JH, Brenner BM, editors. *Hypertension: pathophysiology, diagnosis, and management*. 2nd ed. New York: Raven Press; 1995. p. 465-78.

Internet resource:

US positions on selected issues at the third negotiating session of the Framework Convention on Tobacco Control. Washington, DC: Committee on Government Reform; 2002. Available at: http://www.house.gov/reform/min/inves_tobacco/index_accord.htm. Accessed March 4, 2002.

Dataset

Oguro M, Imahiro S, Saito S, Nakashizuka T. Mortality data for Japanese oak wilt disease and surrounding forest compositions, Mendeley Data, v1; 2015. <http://dx.doi.org/10.17632/xwj98nb39r.1>.

Journal abbreviations source

Journal names should be abbreviated according to the [List of Title Word Abbreviations](#).

Video

Elsevier accepts video material and animation sequences to support and enhance your scientific research. Authors who have video or animation files that they wish to submit with their article are strongly encouraged to include links to these within the body of the article. This can be done in the same way as a figure or table by referring to the video or animation content and noting in the body text where it should be placed. All submitted files should be properly labeled so that they directly relate to the video file's content. . In order to ensure that your video or animation material is directly usable, please provide the file in one of our recommended file formats with a preferred maximum size of 150 MB per file, 1 GB in total. Video and animation files supplied will be published online in the electronic version of your article in Elsevier Web products, including [ScienceDirect](#). Please supply 'stills' with your files: you can choose any frame from the video or animation or make a separate image. These will be used instead of standard icons and will personalize the link to your video data. For more detailed instructions please visit our [video instruction pages](#). Note: since video and animation cannot be embedded in the print version of the journal, please provide text for both the electronic and the print version for the portions of the article that refer to this content.

Data visualization

Include interactive data visualizations in your publication and let your readers interact and engage more closely with your research. Follow the instructions [here](#) to find out about available data visualization options and how to include them with your article.

Supplementary material

Supplementary material such as applications, images and sound clips, can be published with your article to enhance it. Submitted supplementary items are published exactly as they are received (Excel or PowerPoint files will appear as such online). Please submit your material together with the article and supply a concise, descriptive caption for each supplementary file. If you wish to make changes to supplementary material during any stage of the process, please make sure to provide an updated file. Do not annotate any corrections on a previous version. Please switch off the 'Track Changes' option in Microsoft Office files as these will appear in the published version.

Online Repository materials

The Journal will consider posting ancillary materials (non-essential text, tables, figures, appendices, questionnaires, etc.) in an Online Repository (OR) on the JACI Web site (<http://www.jacionline.org>). The OR is for peer-reviewed material that cannot be included in the print version of an article due to space considerations. In the manuscript text, materials that are housed in the OR must be referenced specifically ("see Figure E1 in the Online Repository"). Note: OR material consisting of 15 pages or less is built directly into the downloadable PDF of the manuscript.

On an individual basis, the Editors will determine whether ancillary material submitted in support of a manuscript is warranted. In some instances, an Editor may suggest when requesting a revision that part of the data be presented for the OR and removed from the manuscript, perhaps at the request of the reviewers.

The ancillary material must be submitted in EM simultaneously with the rest of the manuscript. The OR material should be loaded as separate files, and should follow the end of the regular manuscript. For revisions that will include newly designated OR material, the Marked Manuscript should show where materials were removed from the original version, and include appropriate statements directing readers of the article in the print journal to the OR. The Unmarked Manuscript will reflect the latter changes. *Guidelines for Online Repository text:* All text files for the OR should be formatted per directions for regular manuscript materials (see section A). If citations are made within the ancillary material, a list of references, separate from the manuscript's references, must be included and labeled E1, E2, etc. Authors may repeat sentences or references in the OR that are included in the manuscript, if necessary for reader comprehension.

Guidelines for Online Repository Tables and Figures: Tables for the OR should be submitted as files with any of the following extensions: doc, .csv, .txt, .rtf, .xls, or .ppt. The tables must have been created in the same format that they are saved, so that they can be copyedited if needed. Figures for the OR do not need to conform to the print specifications for resolution, but they do need to appear clear and crisp when viewed electronically. Figures and Tables must be designated as Figure E1, Table E1, etc, and should be numbered separately from the illustrations in the manuscript proper.

Additional information

Special instructions regarding submissions using animal models

(1) Animal model studies of interest to the JACI. The Editors would be interested in an animal-model study only if it highlights a new conceptual advance using an experimental approach that would be very difficult, impractical, or unethical to do in human beings. The authors should clearly indicate in their cover letter how their animal-model study meets these criteria.

(2) Mouse pulmonary function tests. The JACI's policy is that measurement of airway responsiveness by unrestrained, single-chamber barometric plethysmography (the Penh method) must be confirmed by invasive techniques. For further explanation of this policy, please see Finkelman FD. *J Allergy Clin Immunol* 2008;121:334-5.

(3) The JACI encourages authors of animal-model papers to consult and adhere to the ARRIVE (Animal Research: Reporting of In Vivo Experiments) guidelines, available at <http://www.nc3rs.org.uk/ARRIVE>.

Special instructions regarding statistical analyses and reporting

Although referees with statistical expertise typically review manuscripts submitted to the JACI, the Editorial Board decided that the quality of the manuscripts could be improved by providing authors some guidance on statistical analyses and reporting. Therefore, the JACI Statistical Editor has constructed the following guidelines, which incorporate many comments from Editorial Board members and statistical referees.

1. **METHODS: Reporting on Statistical Methods.** The Consolidated Standards of Reporting Trials (CONSORT) statement is a set of guidelines for reporting on the methods and results of randomized and nonrandomized medical research studies. It is available at the following Web site: <http://www.consort-statement.org>.

The first CONSORT statement provides a checklist of items that should be included in a manuscript that reports the results of a randomized clinical trial (RCT). Items 7 through 12 of the checklist are relevant to the statistical methods section for a manuscript submitted to the JACI based on a RCT. Thus:

jacichart1.jpg"/

With respect to item 12, the statistical methods and commercial software should be cited.

Item 7 and item 12 of the checklist are relevant to the Statistical Methods section of a manuscript submitted to the JACI based on a nonrandomized study. Thus:

jacichart2.jpg"/

2. Results.

Items 13 through 19 of the CONSORT checklist describe items that are important to the Results section for a manuscript submitted to the JACI based on a RCT (some of the items might not be relevant if the study is nonrandomized). Thus:

jacichart3.jpg"/

2A. Results: Descriptive Statistics at Baseline

If the distribution for a continuous variable is approximately normally distributed, then report either

- the sample mean and the sample standard deviation

or

- the sample mean and the 95% confidence interval for the population mean.

If the distribution for a continuous variable is known (or suspected) to be non-normal, then report either

- the sample median and the sample interquartile range

or

- the sample median and the sample first and third quartiles.

Many blood and urine measurements are log-normally distributed-i.e., the log-transformed variable is approximately normally distributed. If the distribution for a continuous variable is known (or suspected) to be lognormal, then an alternative to sample medians and quartiles is to report either

- the sample geometric mean (calculate as the exponentiation of the sample mean of the natural log-transformed data) and the sample coefficient of variation

or

- the sample geometric mean and the 95% confidence interval.

If the distribution of the variable is categorical, then report the raw numbers and the percentages for the categories. Do not use more than three digits for the percentages-i.e., 79% or 79.3% are fine, but 79.32% is not.

Statistical tests, along with reported P values, for comparing groups at baseline are not necessary unless there is a strong reason to include them.

2B. Results: Outcomes

Every P value should be reported using two digits after the decimal point. If each of the first two digits after the decimal point is zero, then a third digit can be used. If each of the first three digits after the decimal point is zero, then simply report $P < .001$.

If the P value is close to the level to be used for claiming a statistical significance or if each of the first two digits after the decimal point is zero, then a third digit can be used. For example, if the significance level is 0.05, then $P = .046$ or $P = .054$ can be reported. Nonsignificant results (e.g., where the P value is >0.05) should be accompanied by P values; it should not simply be stated that they are nonsignificant (NS).

P values alone are not sufficient to report the results of statistical tests. The JACI'S readers need to see the magnitude of the effects via point estimates and 95% confidence intervals for the group comparisons.

An estimate of odds ratios and relative risks (and their corresponding confidence interval estimates) should not exceed two digits beyond the decimal point.

The following is an excellent article that discusses many of the statistical errors that arise in immunologic research:

Murphy JR. Statistical errors in immunologic research. *J Allergy Clin Immunol* 2004;114:1259-63.

The following is an excellent article that discusses the reporting of subgroup analyses in clinical research: Wang R, Lagakos SW, Ware JH, Hunter DJ, Drazen JM. Statistics in medicine-reporting of subgroup analyses in clinical trials. *NEJM* 2007;357:2189-2194.

Finally, if authors desire more detailed guidance on appropriate methods for analyzing study outcomes, then they can visit the Web sites of other biomedical journals. An excellent example is the Web site of *Annals of Internal Medicine* (http://www.annals.org/shared/author_info.html).

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