

Drug Information Journal

Information for Authors

AIMS AND SCOPE

The *Drug Information Journal* is the official publication of the Drug Information Association (DIA). The journal's purposes are to:

- Disseminate information on manual and automated drug research, development, and information systems;
- Foster communication between educational, research, industrial, and governmental personnel engaged in drug information activities; and
- Provide a forum for the development of improved methods of presenting research data generated from chemical, toxicologic, pharmacologic, and clinical studies.

Manuscripts are accepted for consideration with the understanding that they have not been published elsewhere and are not concurrently under review elsewhere. Papers that have been presented at scientific meetings are accepted for consideration.

MANUSCRIPT SUBMISSION

Manuscripts should be sent to:
Fran Klass, Managing Editor
Drug Information Journal
800 Enterprise Road, Suite 200
Horsham, PA 19044-3595
USA

Authors should submit one high-quality copy of the manuscript plus one set of camera-ready figures or photographs (ie, original artwork or prints) and two sets of photocopies. Include: a) a cover letter with the name, address, email address, and telephone and fax number of the corresponding author; b) copies of any published reports that may duplicate material in the submitted manuscript; and c) written permission of author(s) and publisher(s) to use any previously published material (eg, figures, tables, or quotations of more than 100 words).

Authors should retain hard copy of the manuscript and figures, as well as a copy of the electronic file for reference. Once a manuscript is accepted for publication, a copyright transfer (release form) must be signed by the author(s) and returned to the Drug Information Association.

Or, the manuscript can be emailed to Fran.Klass@diahome.org. Figures and tables should be saved in separate files. The preferred software for manuscripts is Microsoft Word.

STYLE

Sources. Manuscripts, including references, are to be prepared according to the *AMA Manual of Style*, 9th Edition (Lippincott, Williams & Wilkins, Baltimore, MD). *Dorland's Illustrated Medical Dictionary* (WB Saunders, Philadelphia, PA) should be used for spelling of medical terms, and *Webster's Third New International* or *New Collegiate* dictionaries (G&C. Merriam, Springfield, MO) for spelling and hyphenation of nonmedical terms. For further information on general style (eg, grammar, capitalization), see *The Chicago Manual of Style* (The University of Chicago Press, Chicago, IL).

Numbers. Use numerals for all units of measure and time except days, hours, and minutes; and for all numbers greater than nine. Spell out the numbers one through nine only for general usage (g., "we considered only two possibilities") and for quantities of days, hours, and minutes less than or equal to nine.

Spell out numbers, symbols, and figures beginning a sentence.

Abbreviations. Only standard abbreviations, as listed in the AMA Manual of Style, may be used without definition. Terms appearing frequently within a paper may be abbreviated, but they should be spelled out at first citation, with the abbreviation following in parentheses.

MANUSCRIPT PREPARATION

Print the manuscript on standard (8.5 x 11") paper. Double-space all elements of the manuscript, including references. Organize the manuscript in the order indicated below. The page number should appear on each page.

Length. Manuscripts should not exceed 3500 to 5000 words, including tables, figures, and references.

Title Page. Page 1 should include: -a) the title of the article (80 characters maximum); b) the full name(s) of the author(s) with degree(s); c) affiliations (eg, job title, department, institution, city, and state or country where the work was done), indicating which authors are associated with which affiliations; d) acknowledgments of grant support and of individuals who were of direct help in the preparation of the study; e) name, date, and location of DIA Workshop at which paper was presented, if appropriate; f) the name and address, including email address, of the author to whom reprint requests are to be sent; and g) running title (not more than 60 characters).

Abstract and Key Words. Page 2 should include the title of the article, followed by the abstract, which should be about 150 words. The abstract should summarize the main points of the article, the purpose of the study, basic procedures followed, main findings, and principal conclusions.

Following the abstract, list five key words for indexing.

Text. Papers should be organized in the following format: Introduction, Materials and Methods (for experimental papers), Results, Discussion, and Conclusions. Other descriptive headings and subheadings may be used, if appropriate. The methods, apparatus (including manufacturer's name and address), and procedures should be identified in sufficient detail to allow other investigators to reproduce the results. References should be given for all discussions of previous studies and for all nonstandard methods used. Trade names may appear in parentheses and should be capitalized. Patients' identification, names, initials, or hospital numbers should not be used.

References. Type references double-spaced and number them consecutively in the order in which they are first mentioned in the text, *not alphabetically*. The references should conform to the style recommended in the *AMA Manual of Style*, except that references in the text, tables, and legends are identified by Arabic numerals typed parenthetically. References cited only in tables or figures should be numbered in accordance with a sequence established by the first mention in the text of the particular table or figure.

The authors are responsible for the accuracy and completeness of the references. For journal articles, include: a) author name(s) (surnames followed by initials without periods); b) title; c) journal title abbreviated as it appears in the *Index Medicus* or spelled out if it is not listed; d) year of publication; e) volume number f) issue; g) inclusive page numbers. For books, list: a) author name(s) (surnames followed by initials without periods); b) title, including number of editions; c) chapter title, if appropriate; d) editor; e) place of publication, publisher, and year published; f) volume number; and g) page numbers if appropriate.

Sample references:

1. Strauss JH, Strauss KG. Togaviruses. In: Nayak, DP ed. *The Molecular Biology of Animal Viruses*. New York, NY: Marcel Dekker, Inc.; 1977:111-166.
2. Chuang-Stein C. Summarizing laboratory data with different reference ranges in multi-center clinical trials. *Drug Inf. J.* 1992;26(1):77-84.
3. Fisch FW Jr, Wasser HC, eds. *The Aquatic Ecosystem*. Washington, DC: US Environmental Protection

Agency; 1984.

4. Barnes JJ, Cohen R, Cardoo EJ. Microcosms in aquatic ecosystem research. In: Hemingway E, ed. *Pollution and Aquatic Ecosystems*. Springfield, VA: National Technical Information Service; 1986:24-39.

"Unpublished observations" and "personal communications" should not appear in the references. These should be inserted in parentheses in the text, and letters of permission from all individuals cited in this way should accompany the manuscript. Information obtained from manuscripts that have been submitted for publication but not yet accepted should be cited in parentheses in the text: Include authors and manuscript title followed by "submitted for publication." Manuscripts that have been accepted for publication but have not yet been published may appear in the references: Include authors, manuscript title, and name of journal followed by "in press" in parentheses.

Drug and Dosage Selection. The authors are expected to make every effort to ensure the accuracy of the information in an article, particularly with regard to drug selection and dose. However, appropriate information sources should be consulted, especially for new or unfamiliar drugs or procedures. It is the responsibility of every practitioner to evaluate the appropriateness of a particular opinion in the context of actual clinical situations and with due consideration to new developments.

Tables. Each table should have a brief title. Type each table double spaced on a separate sheet. If the table must exceed one page, duplicate all headings on the second sheet. Number tables in the order in which they are cited in the text. Define all abbreviations and indicate the units of measurement for all values. Explain all empty spaces or dashes. If data from any other source, published or unpublished, are used, indicate this in a credit line at the end of the table legend or directly under the table if there is no legend. Sample: (Data adapted from Chuang-Stein C. Summarizing laboratory data with different reference ranges in multi-center clinical trials. *Drug Inf J*. 1992;26(1):77-84.)

Figures. Figures will be redrawn by the typesetter to maintain a consistent appearance throughout the journal. If at all possible, submit figures in an electronic format. Any figures that are digital images of a drawing or image must not be manipulated or altered in any way, including attempts to enhance, move, filter or obscure the image.

Figure Legends. Legends are brief captions that identify the figure and permit readers to understand it without reference to the text. Double-space all legends on a separate page, with Arabic numerals corresponding to numbers on the illustrations, eg, Legend for Figure 1. When symbols, arrows, numbers, or letters are used to identify parts of the illustrations, each should be clearly explained in the legend.

All manuscript submissions must adhere to the Uniform Requirements for Manuscripts submitted to biomedical journals as promulgated by the International Council of Medical Journal Editors.

All tables and figures used in a paper must be appropriate for the paper and type of data. Any data presented must be supported by raw data either described in the paper or available for review by the editor if needed. All manuscripts that describe results from a clinical trial must conform to the current requirements for listing in a public domain database for the trial and the primary data listings.

When reporting experiments on human subjects, authors should indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional and national) and with the Helsinki Declaration of 1964, as revised, or current local regulatory requirements, whichever affords more protection. If doubt exists whether the research was conducted in accordance with the Helsinki Declaration, the authors must explain the rationale for their approach, and demonstrate that the institutional review body explicitly approved the study. When reporting experiments on animals, authors should be asked to indicate whether the institutional and national guide for the care and use of laboratory animals was followed.

Patients have a right to privacy that should not be infringed without informed consent. Identifying information, including patients' names, initials, or hospital numbers, should not be published in written descriptions, photographs, and pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) gives written informed consent for publication.

Informed consent for this purpose requires that a patient who is identifiable be shown the manuscript to be published. Authors should identify Individuals who provide writing assistance and disclose the funding source for this assistance.

Identifying details should be omitted if they are not essential. Complete anonymity is difficult to achieve, however, and informed consent should be obtained if there is any doubt. For example, masking the eye region in photographs of patients is inadequate protection of anonymity. If identifying characteristics are altered to protect anonymity, such as in genetic pedigrees, authors should provide assurance that alterations do not distort scientific meaning and editors should so note. When informed consent has been obtained it should be indicated in the published article.

Permissions. If a figure or table has been previously published, a credit line should be included, and authors must obtain a letter of permission from the publisher. A copy of each permission letter must be submitted with the manuscript.

Support & Conflict of Interest: All papers must indicate the affiliation of each author and include a statement for each author whether they have any financial arrangement or connection with the sponsor of the study or the organization that provided support for the work. The conflict of interest form is sent to authors upon acceptance of the manuscript.

Editor's Note: These instructions for manuscript preparation assume that certain resources are available to the author. Although compliance with these instructions will increase the probability of publication in the Journal, authors should not be discouraged from submitting manuscripts that do not completely comply with these instructions. If an author feels his/her manuscript is worthy of publication in the Journal, he/she should do as much as possible to comply, then submit it to the Editor. If the Editor and Editorial Board agree on its desirability for publication, the editorial office will assist in satisfying the Publisher's manuscript preparation requirements.

PEER-REVIEW AND PRODUCTION PROCESS

Manuscripts are examined by the Editor and in most cases by two reviewers. Decisions of the Editor are final. All material accepted for publication is subject to copyediting. Authors will receive page proofs before publication, and should answer all queries and carefully check all editorial changes at this point. Authors are responsible for the scientific content of their articles.

Authors are responsible for all statements made in their work, including changes made by the copy editor and authorized by the corresponding author. While every effort is made by the Publisher and Editorial Board to see that no inaccurate or misleading data, opinion, or statement appears in this journal, they wish to make it clear that the data and opinions appearing in the articles and advertisements herein are solely the responsibility of the contributor or advertiser concerned. Accordingly, the Publisher, the Editorial Board and Editor and their respective employees, officers, and agents accept no responsibility whatsoever for the consequences of any such inaccurate or misleading data, opinion, or statement.

If a reviewer suspects that a submitted paper is a duplicate publication, fraudulent, plagiarized or has other concerns about the integrity of the data or the paper, this will immediately be reported to the Editor. A decision regarding the publication of the paper will be made by the Editor, in consultation with the Managing Editor for the Drug Information Association. All decisions by the editor are final.