

# Nephrology Nursing Journal

*Journal of the American Nephrology Nurses Association*

## Guidelines for Authors

The *Nephrology Nursing Journal (NNJ)* is the official publication of the American Nephrology Nurses Association (ANNA). The *NNJ* is a refereed clinical and scientific publication that provides current information on a wide variety of subjects to facilitate the practice of professional nephrology nursing. Its purpose is to disseminate information on the latest advances in research, practice, and education to nephrology nurses and to positively influence the quality of care provided.

The *NNJ* welcomes both solicited and unsolicited manuscripts and suggestions for articles. Manuscript queries should be submitted to [bethtulrich@gmail.com](mailto:bethtulrich@gmail.com). All materials must be original and submitted for the exclusive use of the *NNJ*.

Complete author guidelines can be found at the ANNA website, [www.annanurse.org/journal](http://www.annanurse.org/journal). What follows is a summary of the *NNJ* guidelines.

### Manuscript Preparation

All manuscript contents should adhere to the guidelines established by the *Publication Manual of the American Psychological Association (APA)*, 6th edition.

**Technical Format.** Manuscripts should be submitted using MS Word, in a 12-point font, double-spaced, and one-inch (1") margins. Preferred font is Times New Roman. Body text should be indented at the beginning of each paragraph. A running header (shortened title) and page number should be included at the top of each page of the manuscript except for the title page. Length of submitted manuscripts varies with content. Manuscripts should be submitted as one file (i.e., Title Page, Author Information, Abstract, etc.) unless separate files are absolutely necessary.

Reference software programs (including MS Word standard programming) should NOT be used.

**Headings.** *NNJ* uses three levels of headings in the body of the manuscript:

**First Level** (bold, left-justified, underlined, Arial font)

**Second Level** (bold, left-justified, Times New Roman font)

**Third level.** (bold, at the start of the paragraph, Times New Roman font)

**Author information and biographical statement.** Include the author(s) name(s) on a separate page, indicating primary author, and the contact address, telephone number(s), and email address for the primary author.

Include a 2-sentence autobiographical statement for each author describing current employment, credentials, and (if applicable) ANNA chapter and ANNA positions.

**Disclosure statement.** Include a statement signed by all authors that the contents, in whole or in part, have not been previously reported, and are not under consideration for publication elsewhere, nor will be, until a decision is made by the *NNJ* Editor.

**Abstract.** Include a complete succinct abstract of 75-125 words for all manuscripts.

### References and Citations

References and citations must conform with the *Publication Manual of the APA*, 6th ed. (2010). All citations in the text should be cited by author and date (for example, Doe & Brown, 2010). List references in alphabetical order. Only include references that are actually cited within the text. Authors are encouraged to provide the digital object identifier (DOI) number for all references when possible.

**Citing multiple authors.** In-text citations with six or more authors should include the first author followed by et al., even in the first citation.

**Reference List.** If there are seven authors or less, list all authors. If there are eight authors or more, list the first six, an ellipsis (...), and the last author. Sample:

#### Journal Article:

Author, A.A., Author, B.B., Author, C.C., Author, D.D., Author, E.E., Author, F.F., ... Author, Z.Z. (2012). Title of article. *Journal Name*, 10(2), 101-110.

#### Book Chapter:

Author, A.A., & Author, B.B. (2012). Title of chapter. In A. Editor & B. Editor (Eds.), *Title of book* (pp. xxx-xxx). Location: Publisher.

### Photographs

Photographs should be submitted electronically and with a resolution at least 300 dpi or a minimum of 1280 x 960 pixels.

### Tables and Figures

Tables and figures must be of high quality contrast and include the data needed for the table or figure to be adapted for publication. Provide detailed legends at the top of each table or figure. If the table or figure is taken from another source, include a full reference citation. Obtaining permission to reprint another's work is the responsibility of the author.

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### Review Process

Generally (except for focus issues), manuscripts are sent for blind review to members of the Manuscript Review Panel and/or the Editorial Board, with the Editor having the final decision about disposition of manuscripts. Decisions are based on reviewer recommendations on relevance to the *NNJ* readership, originality, educational value, strength of conclusions (where applicable), clarity, and conciseness of literary expression. All editorial corrections, clarifications, and additions requested in the review process are the responsibility of the author.

### Submission Requirements

Authors should email manuscripts to [nephrologynursing@ajj.com](mailto:nephrologynursing@ajj.com). Authors will receive an acknowledgment within 14 days. Hard copies are no longer required.

#### For questions, contact:

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**NNJ Author Guidelines**, go to  
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