Nutrition & Dietetics
The Journal of the Dietitians Association of Australia

Guidelines for authors submitting manuscripts

‘Uniform requirements for manuscripts submitted to biomedical journals’ generally apply (Ann Intern Med. 1997;126:36–47) <www.icmje.org/index.html>. All authors should consult these requirements.

Research papers presented for publication should represent the results of original work not previously published. Original interpretation or a review of existing knowledge, not previously published, is also acceptable.

Short papers or letters to the Editor, consisting of a professional viewpoint, research note, practice guideline, case report or commentary on a limited topic may be submitted. Short papers should be no more than eight double-spaced A4 pages, and letters no more than two.

All research, review and short papers will be subject to peer review and to the normally accepted editorial processes that are applied by recognised biomedical scientific journals before publication. Nutrition & Dietetics welcomes authors to provide the names and addresses, including email and fax, of up to three unbiased and qualified referees from outside their institution. However, the assignment of referees will be at the discretion of the Editors.

Brief descriptions of innovative nutrition education or clinical activities (e.g. teaching techniques or strategies, games, demonstrations, case studies, therapeutic strategies or programs) may be submitted to the Journal. These contributions should include a brief description of the objectives of the activity, intended audience, implementation procedures and evaluation. Visual material (photographs, graphics) may enhance the presentation. These contributions should be no more than four double-spaced A4 pages, including any visuals and references.

Case studies that provide practical examples of excellence of practice and insights into nutritional or dietetic problems can be submitted to the Insight section. The maximum length is eight double-spaced typed A4 pages consisting of a short abstract, introduction, methods, results, discussion and conclusion, and approximately ten references. An annual award is available for the Best Insight. Contact the Managing Editor for details.

Begin each of the following sections of the manuscript on separate pages: title page, list of authors, abstract and key words, text, acknowledgments, references, individual tables, and legends for illustrations. Number pages consecutively, beginning with the title page, in the upper right-hand corner of each page. The authors’ names must be listed on a separate page which can be detached when the manuscript is sent for anonymous peer review.

The manuscript should be accompanied by a covering letter signed by all authors and permissions to reproduce previously published materials such as tables and figures. Once a manuscript has been accepted for publication, authors will be requested to assign copyright to the Dietitians Association of Australia. An electronic copy of the manuscript may be submitted by email or on a IBM-compatible diskette using FrameMaker for Windows or Word for Windows. The preferred format for figures is DeltaGraph for Windows or Excel. Alternatively, print the manuscript on white A4 paper with margins of at least 25 mm. Print only on one side of the paper and use double spacing throughout. Submit an original plus four copies of the manuscript and figures in a heavy paper envelope.

In general, text style should be consistent with the style guidelines of the Style Manual for Authors, Editors and Printers, 6th edition, John Wiley, Australia, 2002.

Spellings are the preferred spellings of the Macquarie Dictionary. Use figures rather than words to express numbers greater than ten, except to begin sentences. Spaces instead of commas should be used in numerals of more than four figures. Single quotation marks should be used and quotations exceeding about thirty words set separately from the text. Measurements should be given in metric units and their abbreviations in accordance with the International System of Units.

When reporting dietary intake or food composition data, figures should be used that reflect the accuracy of the analysis. Proximate nutrients should be reported with three significant figures; inorganic constituents and amino acids should be reported with two (if measured in micrograms) or three (if measured in milligrams); and vitamins are generally reported with two significant figures. All should have limits appropriate to the unit of measurement. Energy values should be cited to up to three significant figures with a limit of one kilojoule. For more details please refer to Food Composition Data, Production, Management and Use (Greenfield H, Southgate DAT, London: Chapman & Hall; 1992, reprinted 1994 with corrections).

Names of vitamins and related compounds should be those recommended by the International Union of Nutritional Sciences Committee on Nomenclature (reprinted in J Nutr 1990;120:12–9). However, generic names may be used where appropriate, e.g. vitamin A deficiency.

Authors using RDIs, RNIs, DRIs (recommended dietary intake, reference nutrient intake, dietary reference intake) or similar dietary allowances to estimate nutrient adequacy should specify and cite the authority for the cut-off point used.

Computer software and nutrient databases should be cited parenthetically in the text and should include the name, version, date, and name and location of the software or database developer. With respect to statistical methods, a
description of the tests and procedures conducted is required and should be written in such a manner that a knowledgeable reader with access to the original data could repeat the procedure and verify the results.

When reporting experiments on human subjects or animals the ethics committee responsible for approving the procedures must be stated. Do not use patients’ names, initials or hospital numbers.

All persons designated as authors should qualify for authorship. A description of what each author contributed should be provided. This would include contributions to conception and design and/or acquisition of data and/or analysis and/or interpretation of data. It is presumed all authors will have contributed to the drafting and critical revision of the manuscript.

Any conflict of interest must be disclosed in the covering letter to the Editor. All financial support for the work must be acknowledged. Financial relationships with industry such as consultancies, either directly or through an immediate family member, are considered to be conflicts of interest. Any other form of competing interest that could be embarrassing if it were declared by others after publication, such as a deep personal conviction or membership of a group or organisation that may have affected what you wrote, should be stated. The Journal Editors may use information disclosed in conflict of interest and financial interest statements as a basis for editorial decisions. The Editors may publish this information if it is considered important to readers in judging the manuscript.

Abstracts
Original research manuscripts, including most types of Insight articles, must include a structured abstract (see below). Manuscripts submitted as review papers or a clinical case study for the Insight section should include a conventional (unstructured) abstract that states the purpose of the article and emphasises the major concepts and conclusions. All abstracts, whether structured or conventional, should contain no more than 250 words. Manuscripts submitted to the viewpoint section do not require an abstract.

Structured abstracts organise information under descriptive headings to allow the reader to focus on the objective, study design, main outcomes and conclusions.

Objective: State the precise objective or hypothesis to be tested.

Design: Describe the type of study design (e.g. randomised controlled trial, cohort, case-control, survey) and the intervention (e.g. supplement of 200 mg vitamin C or placebo) if any is used. Define the duration of follow-up (e.g. six weeks on test diet, one year after the education program), sampling points (e.g. blood collected at beginning, middle and end points of study, questionnaire performed initially and at four months) and the methodology used to collect data (e.g. blood collected for HPLC analysis of alpha tocopherol, validated food frequency questionnaire).

Subjects: Describe criteria used to select subjects (e.g. age, sex, weight, disease state) or the strain of animals if appropriate. State the number of subjects (animals) in the analysis and the attrition rate of the initial sample.

Setting: Describe where the study was conducted (e.g community-based, in a nursing home or hospital, etc).

Main outcome measures: State the primary outcome measures as planned at the commencement of the study. If the hypothesis was formulated after data collection this should be stated clearly.

Statistical analyses: State the statistical tests used including correction for confounding factors if applicable.

Results: Report the most important findings including the results of statistical tests.

Conclusion or application: Summarise the key outcome of the study and if relevant the applications to dietetic or nutrition practice.

After the abstract include at least three and no more than ten key words that will assist indexers. It is preferable to use terms from the Medical Subject Headings list of Index Medicus.

Abbreviations
Use only standard abbreviations, and do not use an abbreviation in the text if the term is used less than five times unless the term is particularly unwieldy or is better known by its abbreviation. Do not use abbreviations in the title of your paper and do not abbreviate relatively short single words. When in doubt, spell it out!

Introduce an abbreviation the first time the term is used by adding the abbreviation in parentheses immediately after the spelled out form: e.g: We were interested in the incidence of ischaemic heart disease (IHD). Abbreviations can be used in the abstract, but must be redefined at the first mention in the text. Also, abbreviations used in the text must be redefined in tables and figures with a few exceptions: ANOVA (analysis of variance), BMI (body mass index), F (female), M (male).

The following abbreviations can be used throughout a paper without definition: standard units of measurement, ACT, ADP, AIDS, ATP, CI, CV, df, DNA, EDTA, EGTA, e.g., GDP, GTP, HDL, HEPES, HIV, HPLC, i.e., LDL, NAD, NADH, NADP, NADPH, NS, NSW, NT, RNA, SA, SE, SEE, SEM, SD, tris, VLDL, vol:vol, wt:vol, UK, USA, WA.

All authors are advised to view a recent issue of the Journal for general style and layout.

Papers for submission should be forwarded to:
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