

GUIDELINES FOR AUTHORS
Expedition - the SHPN Quarterly Digital Newsletter

Please follow these guidelines when preparing your article. If you have any questions, contact the editor-in-chief, Jeanie Subach (rsubach@wcupa.edu), or managing editor, Aileen McAinsh (aileenrdn@gmail.com). Submit completed articles, including the authors' names and article topic, to both editors by email.

Research articles should summarize and discuss recent scientific evidence related to sports nutrition and performance. Practice articles should provide translation of scientific evidence into tactical application, providing tools and recommendations for dietitians working in sports and performance.

General

- Expeditions (SHPN Quarterly Digital Newsletter)* publishes **research** and/or **practice** articles, member spotlights, research briefs and "What's hot" features.
- Under the article's title, include a byline (i.e., your name and credentials, such as PhD, RD). (*NOTE: We do not include LD in an author's credentials*).
- Spell out acronyms on first use.
- At the end of the article and above the reference list, include a **brief author bio** (1–2 sentences per author; 60 words max) to identify the author's title, affiliation, city, and state.
- Submit your article, saved in Microsoft Word, with no special formatting, to the editor you are working with (shown above).

Word count:

Practice /Research Articles: ~1000-1500 words (EXCLUDING references)

What's Hot: 500-700 words

Research Brief: ~700-1000 words

Research Snippets: ~350 words

To be considered for a CPE (continuing professional education) article, authors must adhere to a **1200 to 1500 word count** (EXCLUDING references).

Format

- Font and size: 12 pt. Calibri.
- Can be single- or double-spaced.
- Do **not** put double space at end of sentences.
- **Do not use special formatting features** (e.g., NO indented lists; word-formatted lists, footnoting; Endnote marks; or headers & footers, etc.).
- If you do use a reference manager, **PLEASE save document as plain text** before submission (i.e., no special endnote formatting) or your document will not be reviewed for publication.

Tables and Figures

- Tables and figures must be numbered and mentioned in the text.
- Do not use Excel for tables.
- Figures must be of good quality and reproducible.
- If a table or figure has appeared elsewhere, you must obtain permission to reprint it in *Expeditions*. For details, see "Permission to Reprint" below.

Permission to Reprint

If your article contains a table or figure that has appeared elsewhere (in print, on the Internet, in presentations), you must obtain written permission to reprint it from the copyright holder. The copyright holder is typically the publisher, not the author, of the material. Generally, you can find instructions on how to request permission from the publisher's website. This permission must be submitted at the same time that you submit your manuscript. *Exception: Federal material is generally considered public domain and does not require permission.*

References

- Be sure to cite references for statements, studies, and data as needed. References should be from credible sources.
- References must be ***cited and numbered consecutively in the text.***
Use a superscript number within text for citation. Example:citation.¹
Do not use special formatting features (e.g., no footnoting; Endnote; or headers & footers).
- If you do use a reference manager, **PLEASE save document as plain text** before submission (i.e., no special formatting or indentation) or your document will not be reviewed for publication.
- References generally should follow Journal of American Medical Association (JAMA) style; but please see below for specifics. Please use <https://www.ncbi.nlm.nih.gov/nlmcatalog/journals/> to find abbreviations for journal titles that you do not know.
- If there are more than 6 authors, list the first 3 followed by "et al."
- Provide doi number for references, if available/warranted. E.g.
 Murray CJL. Maximizing antiretroviral therapy in developing countries: the dual challenge of efficiency and quality [published online December 1, 2014]. *JAMA*. doi: 10.1001/jama.2014.16376
- The References list at the end of the article must **provide ALL the information required, in the order/format/layout shown below:**

EXAMPLES

Journal article:

1. Das K, Debac V, Smith TR. Metallothioneins in marine mammals. *Cell Mol Biol*. 2018;46:283–294.

Journal article from a supplement:

2. Buse J. Combining insulin and oral agents. *Am J Med*. 2000;108(suppl2):23S–32S.

Entire book:

3. Mahan LK, Arlin MT. *Krause's Food, Nutrition, and Diet Therapy*, 8th ed. Philadelphia, Pa: WB Saunders and Company; 1992.

Book chapter:

4. Cole BR. Cystinosis and cysinuria. In: Jacobson HR, Striker GE, Klahr S, eds. *The Principles and Practice of Nephrology*. Philadelphia, Pa: BC Decker Inc;1991:396–403.

Electronic material—Material from a web site:

5. National Institutes of Health. NIH guidelines on the inclusion of women as subjects in clinical research. Available at: <http://grants.nih.gov/grants/guide/not94-100.html>. Accessed July 19, 2018.

Electronic material—Web site:

6. Rapid Early Action for Coronary Treatment (REACT) Web site. Available at: www.epi.umn.edu/react/. Accessed July 19, 2018.

If your article is accepted for publication, you will receive a **Copyright Release Form**, which must be signed prior to publication.

Research and Practice Articles: An Overview *(Adapted from JAND Guidelines to Authors)*

Research Review Articles

- Research articles should be reviews on specific nutrition topics with public health, clinical, management, or educational relevance with a body of primary literature.
- Articles should provide a balanced and critical summary of the current evidence and applications.
- Articles may also address an emerging topic with limited literature to better demonstrate the need for more research.
- Literature reviews should be as current as possible (within past 5 years), ideally with the search having been conducted within several months of manuscript submission.
- Ideally, reviews should be written by authors who are considered experts in the topic area or have extensive knowledge of the topic being reviewed.
- Authors should have at least a master's degree.

Practice Articles

- Practice articles discuss cutting-edge or emerging nutrition topics, scope of practice-related topics, emerging dietetics issues, current media topics, and prevalent client communication issues.
- **Practice articles ARE NOT research/survey summaries or briefs.**
- Articles are expected to keep the registered dietitian nutritionist (RDN)/nutrition and dietetics technician, registered (NDTR) informed on health issues in nutrition that are becoming increasingly important to the profession.
- Authors must be an RDN or NDTR.
- Particular areas of interest include:
 - Practice guidelines
 - Dietetics education
 - Nutrition informatics
 - Media interest/communicating to clients about hot topics
 - Quality measures and outcomes (e.g., customer satisfaction)
 - Emerging areas of competency development (e.g., cultural competency, leadership qualities/opportunities)

Source: *Journal of the Academy of Nutrition and Dietetics* Information for Authors.

<https://jandonline.org/content/authorinfo>