**Guidelines for Authors**

***PATHWAYS***

Please follow these guidelines when preparing your article. If you have any questions, contact the editor named below:

|  |  |
| --- | --- |
| **Article topic:** |  |
| **Author:** |  |
| **Date due:** |  |
| **Editor:** |  |
| **Notes:** |  |

General

* *Pathways* publishes research and practice articles. Information about these two types of articles appears on page 3 of these guidelines.

Instructions for Preparing and Submitting Your Manuscript

* Word count: **1,200 to 1,500** (EXCLUDING references). *Note: To be considered for a CPE (continuing professional education) article, the word count must be this length.*
* Under the article’s title, include a byline (ie, your name and credentials, such as PhD, RD). ***(****NOTE: We do not include LD in an author’s credentials*)
* Provide 2 or 3 learning objectives.
* 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.
* Provide the names and email addresses of 3 potential article reviewers. These should be content experts on the topic of your article.
* Submit your article, saved in Microsoft Word, to the editor you are working with (shown above)

**Format**

* Font and size: 12 pt Calibri (preferred) or 12 pt Times New Roman
* Can be single- or double-spaced
* Do *not* use special formatting features (e.g., footnoting; headers & footers)

**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 *Pathways.* 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***. Reference numbers should be either superscripted or placed in parentheses. *Examples:* 1 or (1).
* References generally should follow American Medical Association (AMA) style, *except*:
* ***If there are 4 or more authors, list only the first 3 followed by “et al.”***
* References mustprovide ALL the information required, in the order shown below.

*SAMPLES:*

**Journal article:**

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

**Entire book:**

3. Arlin MT. *Krause's Food andDiet 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.

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All authors must sign the “Copyright Release Form.” You will receive this form when your edited manuscript is emailed to you for review and approval. Each author of the article must sign the release form. This is mandatory. **Your article cannot be published without receipt of this signed form.**

**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 (e.g., allergies)
  + Quality measures and outcomes (e.g., customer satisfaction)
  + Emerging areas of competency development (e.g., cultural competency, leadership qualities/opportunities)

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