Instructions to Authors

Statement of Scope
Criteria for Manuscript Acceptance
Summary of Requirements
Major Sections of the AJCN
Research Registration
Required Checklists
Format and Style Requirements
Units and Abbreviations
Nomenclature
Microbiological Culture Deposition
Correcting Proofs
Charges to Authors
Tips for Authors

Statement of Scope

The purpose of *The American Journal of Clinical Nutrition (AJCN)* is to publish original research studies relevant to human and clinical nutrition. Well-controlled clinical studies that describe scientific mechanisms, efficacy, and safety of dietary interventions in the context of disease prevention or a health benefit will be considered. Public health and epidemiologic studies relevant to human nutrition, and innovative investigations of nutritional questions that employ epigenetic, genomic, proteomic, and metabolomic approaches are encouraged. Solicited editorials, book reviews, solicited or unsolicited review articles, invited controversy position papers, and letters to the Editor that relate to prior *AJCN* articles are essential components of the *AJCN*. All submitted material with scientific content will undergo peer review by the Editors or their designees before acceptance for publication.

Symposia or workshop articles may be published as supplements to the *AJCN* and are funded by their sponsors. The *AJCN* welcomes queries about the publication of supplements. The *AJCN* uses a 2-part acceptance process for supplements. The first step involves editorial acceptance of the topic and content as provided by the

symposium organizer; please send the following material to DTEarly@nutrition.org for consideration by the AJCN Editorial Office: title, location, and date of the meeting; the names and affiliations of potential guest editors; the sponsor(s) of the meeting; the sponsor(s) of the publication; and the agenda/program from the meeting along with the names of the speakers. The second step involves anonymous peer review of the individual articles. To be considered for publication, supplement articles must be received within 3 mo of each symposium or workshop. Each manuscript should not exceed 15 text pages, exclusive of tables, figures, and references; must adhere to *AJCN*style and format; and will be reviewed according to the same scientific standards used to evaluate original research articles.

For more information on supplements and symposia in *The American Journal of Clinical Nutrition*, please see here.

Return to top of page

Criteria for Manuscript Acceptance

The *AJCN* can publish only about 20% of the more than 1800 original submissions received per year. Submitted manuscripts may be rejected without detailed comments after initial review by at least two *AJCN* editors if the manuscripts are considered inappropriate or of insufficient scientific priority for publication in the *AJCN*. All other manuscripts undergo a complete review by at least two consulting editors or other selected experts. Criteria for acceptance by the *AJCN* include originality, validity of data, clarity of writing, strength of the conclusions, and potential importance of the work to the field of clinical nutrition. Indicate explicitly in your cover letter what is truly new in the present work compared to work already published in the field. Because Cochrane assessments are now readily available on the web via PubMed, *AJCN* no longer considers it necessary to disseminate them by secondary publication in the Journal. Submitted manuscripts will not be reviewed if they do not conform to standard English usage and to the "Uniform Requirements for Manuscripts Submitted to Biomedical Journals" (Internet: http://www.icmje.org/), which is also available free of charge from the Secretariat Office, *Annals of Internal Medicine*,

American College of Physicians, Independence Mall West, Sixth Street at Race, Philadelphia, PA 19106-1572. As recommended in the Committee on Publication Ethics Code of Conduct for Journal Publishers, and supported by the International Committee of Medical Journal Editors, when ASN is made aware of cases of suspected research and publication misconduct, ASN holds the right to publish an Expression of Concern during an investigation, and, depending on the outcome of the investigation, to retract articles.

Return to top of page

Summary of Requirements

Each manuscript component should begin on a new page in the following sequence:

- Title page
- Abstract
- Text
- Acknowledgments
- References
- Tables: each table on a separate page, complete with title and footnotes
- Legends for figures
- Figures

Identify on the title page the author who will be responsible for correspondence regarding the manuscript. The signed Authors' Statement and Copyright Release Form and copies of any documents granting permission needed to reproduce material in print and electronic form or to use illustrations of identifiable subjects should be scanned and uploaded to the submission system

at http://www.editorialmanager.com/ajcn or e-mailed to ajcnsubmit@nutrition.org. If scanning is not possible, then the Authors' Statement and Copyright Release Form and any necessary documents may be faxed to (240) 404-6798. As recommended by

the Council of Science Editors, when a coauthor dies or is incapacitated during the writing, submission, or peer review process, coauthors should obtain disclosure and copyright documentation from a familial or legal proxy. Authors should keep copies of all submitted material.

The *AJCN* encourages authors to provide the names, fields of interest, addresses, telephone and fax numbers, and e-mail addresses of **4–6 unbiased and qualified potential expert** reviewers from outside the authors' institutions.

All material to be considered for publication in a regular or supplement issue should be submitted electronically at the following

website: http://www.editorialmanager.com/ajcn. See "Tips for authors submitting manuscripts to the *AJCN*" for helpful advice regarding electronic submission.

A health research reporting checklist must be included with the submission of every research manuscript. Papers will be screened for similarity to previously published papers using <u>iThenticate</u>. The Editor reserves the right to request a copy of the Institutional Review Board approval documents, data, or statistical analyses files upon which the paper is based.

Material published in the *AJCN* is copyrighted by the American Society for Nutrition, Inc (ASN), and may not be reproduced without permission from Oxford University Press: https://academic.oup.com/journals/pages/access purchase/rights and permissions. If the original source is cited, the abstract appearing at the beginning of each article may be reproduced or translated for noncommercial purposes without specific permission.

To prevent conflicts of interest from arising during the peer review process, the *AJCN*requires individuals who are asked to review a manuscript to decline the solicitation if they have a possible conflict of interest. For detailed guidelines, please see https://academic.oup.com/journals/pages/authors/authors_faqs/conflicts_of_interest.

Return to top of page

Major Sections of the AJCN

- Editorials
- Review Articles
- Special Invited Articles, including Controversies and Perspectives
- Original Research Communications (including formal systematic review/metaanalysis)
- Letters to the Editor
- Book Reviews
- ASN Announcements
- Calendar of Events

Letters to the Editor that refer to a recent *AJCN* **original research article** must be received within 12 weeks of the article's publication. All letters will be subjected to editorial review and decision before acceptance. The *AJCN* does not accept letters that are unrelated to a specific, recently published original research article; that contain extensive unpublished data; or that engage in personal slander or invective. The *AJCN* does not print letters to the editor based on opinion pieces such as editorials, perspectives, commentaries, and the like, since these are clearly the opinions of the authors. Letters should be submitted by e-mail to ajcnsubmit@nutrition.org.

Letters must be provided as a Word document. They must be double-spaced, include line numbers, should include a title page, should have no more than 10 references, and **should not exceed 1000 words**. All letters to the Editor and book reviews must include a conflict of interest statement.

Return to top of page

Research Registration

The AJCN follows the protocol outlined by NIH for clinical trial registration (see http://grants.nih.gov/policy/clinical-trials/case-studies.htm for details) and identification of outcome variables for nutrition research:

- 1. Did the research involve human participants?
- 2. Were the participants prospectively assigned to an intervention?
- 3. Was the research designed to evaluate the effect of the intervention on the participants?
- 4. Was the effect being evaluated a health-related biomedical or behavioral outcome? If you respond "yes" to each of these questions, you must register your research at clinicaltrials.gov or another ICMJE trial registry (http://www.clinicaltrials.gov, http://www.isrctn.org, http://

If you respond "no" to one or more of these questions, you do not need to register your research.

For all research, including research that does not require registration per the above rules, the authors must state explicitly in the Methods section the predeclared primary and secondary endpoints of their research and whether these changed during the course of the research or during post-hoc analyses. In addition, the paper must state explicitly that analyses not prespecified are considered exploratory.

Note that after 1 July 2018, AJCN will no longer allow retrospective registration. All studies that fall under the NIH registration rules and that recruited their first participant after 1 July 2018 must be registered prospectively.

All meta-analyses and systematic reviews must be prospectively registered with PROSPERO (https://www.crd.york.ac.uk/PROSPERO/) if the analysis begins after 1 July 2018.

Return to top of page

Required Checklists

Depending on the design of the study, one of the health research reporting checklists referenced at the Equator Network (http://www.equator-network.org/reporting-guidelines/) must accompany the first version of each manuscript as a "supplemental file" in the online manuscript submission system. Page or line numbers must be included to indicate where the checklist items are located in your paper. Participant flow charts should be included whenever possible, especially accompanying CONSORT, PRISMA, and STROBE checklists. The ARRIVE checklist is appropriate for manuscripts with animal research. If none of the checklists apply to your study, please explain in your cover letter why none is needed.

Return to top of page

Format and Style Requirements

Articles are copyedited according to *AJCN* style policy, the "Uniform Requirements for Manuscripts Submitted to Biomedical Journals," and the style manual of the Council of Science Editors (Scientific style and format: the CSE manual for authors, editors, and publishers. 8th ed. Chicago: The University of Chicago Press; 2014).

Authorship

Scientific conduct

Each author must have participated sufficiently, intellectually, or practically in the work to take public responsibility for the content of the article, including the conception, design, and conduct of the experiment, and for the data interpretation. An article with corporate (collective) authorship must specify the key persons responsible for the article; others contributing to the work should be recognized separately. The Editors may require authors to justify the assignment of authorship.

Conflict of interest

Authors must disclose in the Acknowledgment section any possible conflicts of interest. For detailed guidelines, please see https://academic.oup.com/journals/pages/authors/authors_faqs/conflicts_of_interest. Authors who wish to make use of the ICMJE Form for Disclosure of Potential Conflicts of Interest (available from http://icmje.org/conflicts-of-interest/) may copy

the Disclosure Statement from that form and paste it in to the Acknowledgments

Instructions for manuscript preparation

Initial manuscript submissions

section of the manuscript file.

Prepare your manuscript, including figure legends and tables, in Word format. The manuscript should be formatted as follows: 216 x 279 mm (8½ x 11 in) or ISO A4 (212 x 297 mm), with margins of at least 2.5 cm; use double-spacing and 12-point type throughout. Do not justify the right margin. **The abstract and text pages should have consecutive line numbers in the left margin beginning in the abstract and ending before the reference section.** Number pages consecutively in the upper right-hand corner of each page, beginning with the title page. Foreign authors are advised to have their manuscripts reviewed by a scientific colleague who is fluent in English so that the manuscripts will conform to US English usage and grammar.

Revised manuscript submissions

Submit manuscript text, including figure legends and tables, in a Word file; tables must be included in the text file; do not submit tables in separate files. Submit each figure in a separate file according to the specifications listed in the section titled, Figures. Changes in the manuscript text must be marked with red font. This requirement does not apply to changes made to figures or supplemental material. Deleted text should be completely removed. Do not use the "track changes" feature in Word.

Fonts

For optimum legibility we recommend that you use only certain fonts in your document: Times, Times New Roman, Courier, Helvetica, Arial, and the Symbol font for special characters. For review purposes references will be copied from the manuscript file into the submission system and linked to the online source of the cited abstract or article.

Title page

The title page should contain: 1) **Title** of the article, beginning with a key word if possible, with only the first letter of the first word capitalized; 2) Author Names (first name, middle initial, last name); 3) Author Affiliations (departmental and institutional) at the time the research was done. Indicate which authors are associated with which institutions by listing the appropriate author initials in parentheses after each affiliation listed. 4) Authors' last names—listed separately for PubMed indexing; please consider this carefully, in particular for authors with names that include hyphens and prefixes. Punctuation and spacing are generally disregarded when indexing, and the name will usually be indexed under the first letter to appear in the name. 5) Any authors' changed affiliations - should be included in a separate line on the title page. 6) **Disclaimers**, if any, and **not Conflict of Interest**; 7) **Corresponding Author** name, mailing address, telephone number, and email address; 8) the **Sources of Support** including grants, fellowships, and gifts of materials (eg, chemicals, experimental diets); 9) Short running head of not more than 50 characters (count letters and spaces); 10) **Abbreviations** list and their definitions for all abbreviations used in the text if there are 3 or more; and 11) Clinical Trial Registry number and website where it was obtained.

Abstract A properly constructed and informative abstract is helpful for the initial editorial review of the submitted manuscript. Original research articles must include a structured abstract that contains no more than 300 words, is written **in complete sentences**, and includes the following headings:

- **Background:** Provide 1 or 2 sentences that explain the context of the study.
- **Objective:** State the precise objective, the specific hypothesis to be tested, or both.

- **Design:** Describe the study design, including the use of cells, animal models, or human subjects. Identify the control group. Identify specific methods and procedures. Describe interventions, if used.
- **Results:** Report the most important findings, including results of statistical analyses.
- **Conclusions:** Summarize in 1 or 2 sentences the primary outcomes of the study, including their potential clinical importance, if relevant (avoid generalizations).

Review articles, special articles, and reports should include an unstructured abstract (no more than 300 words) that states the purpose of the article and emphasizes the major concepts and conclusions. Any abbreviations used in the abstract should be defined in the abstract at first mention.

Below the abstract, provide and identify 5–10 keywords or short phrases, including the subject group, that will help to increase the discoverability of your manuscript; do not use adjectives. Terms that are fundamental to your manuscript but are not included in your manuscript title or abstract are especially important to include to increase discoverability by indexing services such as PubMed.

Please note that during manuscript submission, you will be asked to supply keywords to assist the editors in locating suitable reviewers for your manuscript. Keywords for reviewer searches should include the terms most fundamental to your manuscript, and may differ from your list of keywords for publication.

Text

Use active voice whenever possible. Use past tense when describing and discussing the experimental work on which the article is based. Reserve present tense for reference to existing knowledge or prevailing concepts and for stating conclusions from the experimental work. Clearly differentiate previous knowledge and new contributions. Do not use level when referring to a concentration. Use metric units of measure; SI units are no longer required.

The text of observational and experimental articles should be divided into sections with the following headings: Introduction, Subjects (or Materials, for cell or animal studies) and Methods, Results, and Discussion. Long articles may require subheadings within some sections. Authors should consult recent issues of the *AJCN* for guidance on the formatting of other types of articles, book reviews, and editorials.

Introduction

Clearly state the purpose of the article. Summarize the rationale and background for the study or observation, giving only strictly pertinent references. Do not include methods, data, results, or conclusions from the work being reported. The introduction should be limited to 1.5 manuscript pages.

Subjects (or Materials) and Methods

Describe clearly your selection of the experimental and control subjects and provide eligibility and exclusion criteria and details of randomization. Describe the methods for, and success of, any masking (blinding) of observations. Report any complications of experimental treatments. Identify the methods, apparatus (manufacturer's name in parentheses), and procedures in sufficient detail to allow other researchers to reproduce the results. Define all group designations parenthetically at first mention [for example, "control (CON) and high-fat (HF) groups"] and include definitions for these abbreviations in the abbreviation footnote on the title page. Do not use trademark names, such as Teflon, as generic terms. Give references for established methods, including statistical methods; provide references and brief descriptions of methods that have been published but are not well known; and describe new or substantially modified methods, giving reasons for using them and evaluating their limitations. Identify precisely all drugs and chemicals used, including generic names, dosages, and routes of administration. If trade names for drugs and chemicals are included, give the manufacturer's name and location.

Ethics. When reporting experiments on human subjects, indicate that the procedures followed were in accordance with the ethical standards of the responsible institutional

or regional committee on human experimentation or in accordance with the Helsinki Declaration of 1975 as revised in 1983. Do not use patients' names, initials, or hospital identification numbers. When reporting experiments on animals, indicate approval by the institution's animal welfare committee and state whether the National Research Council's guide for the care and use of laboratory animals was followed.

Statistics. Describe statistical methods with enough detail to enable a knowledgeable reader with access to the original data to verify the reported results. When possible, quantify findings and present them with appropriate indicators of measurement error or uncertainty (eg, CIs, SDs, or SEs), even for differences that were not significant. Report the numbers of observations. Specify any general-use computer programs used, including the version number and the manufacturer's name and location. Include general descriptions of statistical methods in the Subjects (or Materials) and Methods section and specific descriptions in each table and figure legend. Indicate whether variables were transformed for analysis. Provide details about what hypotheses were tested, what statistical tests were used, and what the outcome and explanatory variables were (where appropriate). Indicate the level of significance used in tests if different from the conventional 2-sided 5% alpha error and whether or what type of adjustment is made for multiple comparisons.

The AJCN prefers replicate analyses. The Journal does not have a specific policy on simplicate sample analysis, but we will assess these on a case by case basis. Reviewers and Editors might disagree with the authors' approach, and we cannot guarantee the outcome. The Journal recommends strongly that at least a subset of samples be analyzed at least in duplicate in order that the degree of measurement error can be estimated. Furthermore, we refer the author to established approaches for dealing with such circumstances: Allison, D. B., Allison, R. L., Faith, M. S., Paultre, F., & Pi-Sunyer, F. X. (1997). Power and money: Designing statistically powerful studies while minimizing financial costs. *Psychological Methods*, 2(1), 20-33.

When data are summarized in the Results section, specify the statistical methods used to analyze them. Avoid nontechnical uses of technical statistical terms, such as

random (which implies a randomizing device), *normal, significant, correlation, sample*, and *parameter*. Define statistical terms, abbreviations, and symbols not listed under "Abbreviations for statistical terms" below. If there are 3 or more abbreviations used in the text, prepare an abbreviation footnote. The footnote should be associated with the first abbreviated term in the text and should be an alphabetized listing of all author-defined abbreviations and their definitions. Detailed statistical analyses, mathematical derivations, and the like may sometimes be suitably presented as one or more supplemental files.

Results

Present your results in a logical sequence in the text, tables, and figures. Do not present specifics of data more than once and do not duplicate data from tables or figures in the text; emphasize or summarize only important observations. Do not present data from individual subjects except for very compelling reasons. Report losses to observation (such as dropouts from a clinical trial). Use boldface for the first mention of each table or figure.

Discussion

The Discussion should not exceed 4 typewritten pages except in unusual circumstances as approved by the Editor. Emphasize concisely the important aspects of the study and the conclusions that follow from them. Do not repeat in detail data or other material given in the Introduction or Results. Include the implications of the findings and their limitations and relate the observations to other relevant studies. Link conclusions with the goals of the study and avoid unqualified statements and conclusions that are not completely supported by the data. Avoid claiming priority and alluding to work that has not been completed. State new hypotheses and recommendations when warranted by the results and label them clearly as such.

Acknowledgments

1) Acknowledge only **persons who have made substantive contributions** to the study. Authors are responsible for obtaining written permission from everyone acknowledged by name and for providing to the Editor a copy of the permission, if requested. 2) **Conflict of Interest (COI) Statement:** Authors must disclose any financial or personal relationships with the company or organization sponsoring the research at the time the research was done. Such relationships may include employment, sharing in a patent, serving on an advisory board or speakers' panel, or owning shares in the company. If an author or authors have no potential conflicts of interest, please state this. The COI Statement must include all authors. 3) **Authors' contributions** to the manuscript – Each author is required to list his or her contribution to the work, with a description of the contribution.

Please use the following descriptors: 1) designed research (project conception, development of overall research plan, and study oversight); 2) conducted research (hands-on conduct of the experiments and data collection); 3) provided essential reagents or provided essential materials (applies to authors who contributed by providing animals, constructs, databases, etc, necessary for the research); 4) analyzed data or performed statistical analysis; 5) wrote paper (only authors who made a major contribution); 6) had primary responsibility for final content; 7) other (use only if categories above are not applicable; describe briefly); 8) for single-authored papers, please state: The sole author had responsibility for all parts of the manuscript.

Please do not include "obtained funding" (the initials of authors who received grants may be included in the footnote regarding support on the manuscript's title page). Although not all manuscripts will necessarily include all descriptors, all manuscripts, including reviews, must indicate who is responsible for design, writing, and final content. An example of a properly formatted author contribution statement is as follows: "AX, RFG, and PGY designed research; RFG and QC conducted research; PT analyzed data; AX, PGY, and QC wrote the paper; PGY had primary responsibility for final content. All authors read and approved the final manuscript."

References

Number references consecutively in the order in which they are first mentioned in the text. For a standard journal article with more than 10 authors, please list first 10 authors before using "et al."; list all authors when 10 or fewer. In the text, identify references by Arabic numerals in parentheses (1), not superscript. References cited in tables or in legends to figures should be numbered according to the first citation of the table or figure in the text. Supplemental Material should have a separate reference section.

It is rarely necessary to cite more than 50 references in an original research article. Try to avoid citing published abstracts as references [if a published abstract is cited, include "(abstr)" at the end of the reference]. Abstracts from scientific meetings not published in peer-reviewed journals may not be used as references. Unpublished observations and personal communications (written, not oral) may not be used as references but may be inserted in parentheses with the names of the responsible researchers and the year of the observation or communication. Authors are responsible for obtaining written permission from everyone so cited and for providing to the Editor a copy of the permission, if requested. Doctoral dissertations may be used as references. Include manuscripts accepted but not yet published; designate journal name followed by "(in press)." Report foreign titles in the original language, identify the language, and provide the English translation in parentheses. The references must be verified by the author against the original documents.

Journals

1) Journal article published electronically ahead of print: Authors may add to a reference, the DOI ("digital object identifier" number unique to the publication) for **articles in press**. It should be included immediately after the citation in the References.

Bergholdt HKM, Nordestgaard BG, Ellervik C. Milk intake is not associated with low risk of diabetes or overweight-obesity: a Mendelian randomization study in 97,811 Danish individuals. Am J Clin Nutr 2015 Jul 8 (Epub ahead of print; DOI: doi:10.3945/ajcn.114.105049).

2) Standard journal article: list all authors when 10 or fewer; when >10, list only the first 10 and add "et al." Abbreviate journal titles according to *Index Medicus* style, which is used in MEDLINE citations. Jeffery RW, Wing RR, Sherwood NE, Tate DF. Physical activity and weight loss: does prescribing higher physical activity goals improve outcome? Am J Clin Nutr 2003;78:684–9.

3) Corporate author

National Cholesterol Education Program (NCEP) Expert Panel on Detection, Evaluation, and Treatment of High Blood Cholesterol in Adults (Adult Treatment Panel III). Third Report of the National Cholesterol Education Program (NCEP) Expert Panel on Detection, Evaluation, and Treatment of High Blood Cholesterol in Adults (Adult Treatment Panel III) final report. Circulation 2002;106:3143–421.

Books and other monographs

4) Personal authors

Shils M, Shike M, Olson J, Ross AC. Modern nutrition in health and disease. 9th ed. Baltimore: Lippincott Williams & Wilkins, 1998.

5) Committee report or corporate author

National Research Council. Recommended dietary allowances. 10th ed. Washington, DC: National Academy Press, 1989.

Food and Nutrition Board, Institute of Medicine. Dietary reference intakes for vitamin C, vitamin E, selenium and carotenoids. Washington, DC: National Academy Press, 2000.

6) Chapter in book

Young VR, Tharakan JF. Nutritional essentiality of amino acids and amino acid requirements in healthy adults. 2nd. ed. In: Cynober LA, ed. Metabolic and therapeutic aspects of amino acids in clinical nutrition. Boca Raton, FL: CRC Press, 2004:439–70.

7) Agency publication

US Department of Agriculture, US Department of Health and Human Services. Nutrition and your health: dietary guidelines for Americans. Washington, DC: US Government Printing Office, 2000. [USDA Home and Garden Bulletin no. 232.]

Internet references

8) Website

National Center for Health Statistics. National Health and Nutrition Examination Survey. Version current 1 October 2003. Internet: http://www.cdc.gov/nchs/nhanes.htm (accessed 13 October 2003).

9) Online journal article

Sinha A, Madden J, Ross-Degnan D, Soumerai S, Platt R. Reduced risk of neonatal respiratory infections among breastfed girls but not boys. Pediatrics [serial online] 2003;112:e303. Internet:

http://pediatrics.aappublications.org/cgi/content/full/112/4/e303 (accessed 14 October 2003).

Tables

Tables must be included in the text file, and each table should begin on a new page. Double-spacing of tables is preferred but not required. Number tables consecutively with Arabic numerals (do not use 1A, 1B, etc) and supply a brief descriptive title for each. Give each column a short or abbreviated heading. Place explanatory matter in footnotes, not in the heading or table title. Each table should contain enough detail (including statistics) that the table is intelligible without reference to the text. All nonstandard abbreviations, including group designations, used in a table or table title should be defined in a footnote to the table title, and the abbreviations should be listed in alphabetic order. If the footnote to the table title contains multiple items, the definitions of the abbreviations should be the last item. If a table contains only one abbreviated term, then a separate footnote placed after that abbreviation should be used to define that term. Commonly used approved abbreviations (*see* "Units and

Abbreviations" below) may be used without explanation. Additionally, explanations are not needed for ANOVA, BMI, F (females), and M (males). For footnotes, use superscript Arabic numerals. For reporting results of statistical analyses, superscript letters can be used if explaining the results in the usual manner would be too complicated (see a recent issue of the AJCN for examples). The first appearance in a horizontal row determines the order of the footnotes. Identify statistical measures of variation, such as SD and SE. Omit internal horizontal and vertical rules before submitting your tables. Cite each table in the text in consecutive order. Use boldface for the first mention of each table. If you use data from another published source, acknowledge the source fully. Number references in tables according to the location of the first citation of each table in the text. For an illustrated table quality checklist, visit https://nutrition.org/wp-content/uploads/2017/11/ASNTableChecklist.pdf.

Figures

Cite each figure in consecutive order in the text. Use boldface for the first mention of each figure. Spell out the word "Figure"; do not use "Fig." If a figure has been published, acknowledge the original source and submit written permission from the copyright holder to reproduce or adapt the material in print and electronic format. Except for documents in the public domain, permission is required from the copyright holder, regardless of authorship or publisher.

Legends for all figures should be included within the manuscript text file on a separate page and be typed with double-spacing (legends should not be included on the figures themselves). Each legend should contain enough detail, including statistics, to make the figure intelligible without reference to the text. All nonstandard abbreviations, including group designations, used in a figure or figure legend (*see* below for list of standard abbreviations under "Units and Abbreviations") should be defined at the end of the figure legend in alphabetic order. When symbols, arrows, numbers, or letters are used to identify parts of the figures, identify and explain each one clearly in the legend. Explain internal scale and identify the method of staining in photomicrographs.

Files must conform to the minimum-resolution specifications listed below (see Image resolution). Figures that are part of the regular manuscript submission and not part of Supplementary data must be uploaded as separate files. Lettering and symbols must be large enough to be readable when the figure is reduced to 1 column width (<8.5 cm) or, in rare cases, to 2 column widths. Preferred text size is 7 points.

1 column: 18p0 / 3 inches / 7.6 cm

Maximum width (to span 2 columns): 34p0 / 5.7 inches / 14.4 cm

Maximum height: 53p0 / 8.8 inches / 22.4 cm

The use of color will be evaluated for each figure on an as-needed basis, and authors who are not members of ASN must pay an extra charge if color is used. Do not use 3-dimensional figures unless necessary. When labeling axes, capitalize only the first word and proper nouns; use lowercase letters for the remaining words and put units in parentheses.

Formatting

Microsoft PowerPoint (PPT) and Word (DOC) files can be acceptable if properly prepared and submitted in their native format. When creating print-quality files in MS Office applications, follow these general guidelines:

1) Do not use pattern or texture fills in graphics. Instead use solid fills or percentage screens that will be effectively converted to vector images during file conversion. 2) When inserting pictures or images into files, be sure to select "insert" and not "insert link," which will not properly embed the hi-res image into the MS Office file. 3) Do not reduce or enlarge the images after placement within the MS Office file. Otherwise the image quality will be affected. 4) A separate file should be submitted for each figure. Make sure that any multi-panel figures (i.e., figures with parts labeled A, B, C, D, etc.) are assembled into one file. Rather than sending four files (Figure 1A, Figure 1B, Figure 1C, Figure 1D), the four parts should be assembled into one piece and supplied as one file. 5) If a figure is very small in the system-generated PDF file, the resolution of the figure file was not high enough. A higher-resolution figure should be

uploaded before the PDF is approved. 6) Authors are requested to create and keep high-resolution print copies of the figures, in the event that they are needed for publication purposes.

Image resolution

Files at publication size must conform to the minimum-resolution specifications listed in the figure below.

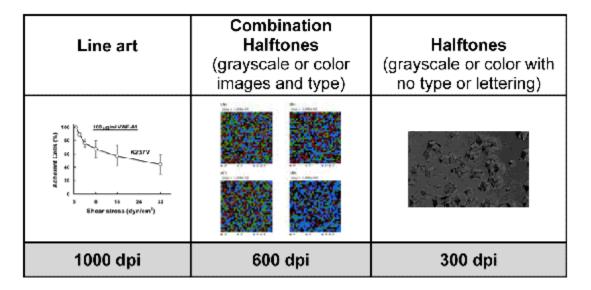


Figure 1

For an illustrated figure quality checklist, visit https://nutrition.org/wp-content/uploads/2017/11/ASNFigureChecklist.pdf. For video on preparing digital images for publication, visit the Preparing Digital Images for Publication series at https://nutrition.org/publications/preparing-digital-images-publication/.

Online Supporting Material

Supplemental material may be included with manuscript submissions. Supplemental files for upload may include required research checklists, articles published/in press elsewhere, reports or technical briefs related to manuscript submission, figure source files, questionnaires, permissions, videos, etc. All supplemental data should be clearly

labeled either as "Supplemental Data for Reviewers Only," or, if it is submitted for online publication only in *The AJCN*, each page should be labeled as "Online Supporting Material" (OSM). Online-only figures and tables should be labeled "Supplemental Figure 1," Supplemental Table 1," etc. Upload supplemental files and OSM in the format that will make it most widely accessible to reviewers and readers, preferably PDF. OSM files will not be edited before being posted online; therefore, please be sure that *The American Journal of Clinical Nutrition* format is used and that the files are accurate. Please also upload supplemental files for review only separately from supplemental files for online publication.

Return to top of page

Units and Abbreviations

Use only standard abbreviations. Consult the following sources for standard abbreviations: Scientific Style and Format and Standard for Use of the International System of Units (SI): the Modern Metric System (American Society for Testing and Materials. IEEE/ASTM SI 10-1997. West Conshohocken, PA: ASTM, 1997) or www.ieee.org/web/publications/PSPB/index.html. Avoid abbreviations in the title, and avoid the use of abbreviations for single words. Each abbreviation should be defined in the text at first mention. If there are 3 or more abbreviations used in the text, the title page of the manuscript should contain an alphabetized listing of all author-defined abbreviations and their definitions. The footnote should be associated with the first abbreviated term in the text. Note that group designations (for example, "CON" for "control") should also be included in the abbreviation footnote. Standard units of measurement, chemical compound preceded by a digit, and the following standard abbreviations do not require definition: ADP, AIDS, AMP, ASN, ATP, AUC, BMI, BOLD, CDC, CFU, CoA, CTP, DHA, DMEM, DMSO, DNA, EDTA, eg, EGTA, ELISA, EPA, FAD, FAO, FMN, fMRI, GAPDH, GDP, GTP, HCl, HDL, HEPES, HIV, HOMA-IR, HPLC, ie, Ig, IL, LDL, In, LPS, MEM, MOPS, MRI, MUFA, m/z, NAD, NADH, NADP, NADPH, NHANES, NIH, PUFA, RNA, SDS-PAGE, SFA, TNF, tris, UDP, UNICEF, USDA, UTP, UV, VLDL, vol:vol, WHO, and wt:vol. These standard abbreviations, however, should be defined at first mention in the abstract.

Abbreviations for statistical terms

- analysis of variance, ANOVA
- analysis of covariance, ANCOVA
- coefficient of correlation, sample, r
- coefficient of multiple correlation, R
- coefficient of variation, CV
- confidence interval, CI
- degrees of freedom, df
- hazard ratio, HR
- interquartile range, IQR
- not significant, NS
- • number of observations, *n*
- odds ratio, OR
- • probability, P
- risk ratio, RR
- standard deviation, SD
- standard error of the estimate, SEE
- • standard error of the mean, SEM
- variance ratio, F

Metric units are required and the use of the International System of Units (SI units) is optional. For a comprehensive listing of SI conversion factors, consult *SI Units for Clinical Measurement* (Young DS, Huth EJ. Philadelphia: American College of Physicians, 1998), Am J Clin Nutr 1998;67:166–81 or J Nutr 1990;120:20-35. Dosage

forms and dietary ingredients may be expressed in gram or mole quantities. Energy may be expressed in kilocalories or joules; the conversion factor for converting kilocalories to kilojoules is 4.184. Do not report energy in Calories with a capital C; use kcal, MJ, or kJ instead. Temperatures should be reported in degrees Celsius. Blood pressures should be reported in millimeters of mercury. Use of katals to report enzyme activity is optional.

Commonly used approved abbreviations

Standard units of measurement

- • ampere, A
- • becquerel, Bq
- • coulomb, C
- curie, Ci
- • day, d
- degree Celsius, °C
- farad, F
- • gram, g
- hertz, Hz
- • hour, h
- • joule, J
- katal, kat
- • kelvin, K
- kilocalorie, kcal
- • liter, L
- • meter, m
- • minute, min

- • mole, mol
- month, mo
- ohm, Ω
- • pascal, Pa
- second, s
- • sievert, Sv
- • volt, V
- • watt, W
- week, wk
- year, y

Acceptable standard units

- *length*: m, mm, μm
- area: m2, mm2, μm2
- • *volume*: L, mL, μL, pL
- *mass*: kg, g, mg, μg, ng, pg
- mass concentration: kg/L, g/L, mg/L, μg/L
- substance concentration: mol/L, mmol/L, μmol/L, nmol/L

${\it Unacceptable\ units}$

- length: not acceptable: in, ft, yd, Å, mu
- *area*: not acceptable: sq in, in², μ²
- volume: not acceptable: pint, gallon, cc, ccm, λ, μμL
- *mass*: not acceptable: oz, lb, gr, gm, gms, mgm, mgms, mgs
- * mass concentration: not acceptable: mg %
- * substance concentration: not acceptable: M, N

Combining prefixes

- tera- (10¹²), T
- • giga- (10°), G
- mega- (10⁶), M
- • kilo- (10³), k
- • milli- (10⁻³), m
- micro- (10^{-6}) , μ
- nano- (10⁻⁹), n
- • pico- (10⁻¹²), p
- femto- (10^{-15}) , f
- • atto- (10⁻¹⁸), a

Return to top of page

Nomenclature

In general, the *AJCN* follows the nomenclature policies of the IUPAC-IUB Joint Commission on Biochemical Nomenclature. The vitamin nomenclature is summarized at J Nutr 1990:120:12-19, and the amino acid nomenclature is summarized at J Nutr. 1987:117:15. Authors are responsible for ensuring that their terminology conforms with these policies. For guidelines on gene and protein nomenclature, authors should consult the following websites:

http://www.informatics.jax.org/ (mouse), http://rgd.mcw.edu/ (rat), http://www.genenames.org/ (human and other species), and http://au.expasy.org/ (proteins).

As recommended by the American Society for Microbiology, the spelling of bacterial names should follow the *Approved Lists of Bacterial Names (Amended) & Index of the Bacterial and Yeast Nomenclatural Changes* (V. B. D. Skerman et al. ed., ASM Press, Washington, DC, 1989) and the validation lists and notification lists published in the *International Journal of Systematic and Evolutionary Microbiology* (formerly the *International Journal of Systematic Bacteriology*). Further information on currently approved bacterial names can be found at: Bacterial Nomenclature Up-to-Date (http://www.dsmz.de/microorganisms/main.php?contentleft_id=14) and at List of Prokaryotic Names with Standing in Nomenclature (http://www.bacterio.cict.fr). If

authors must use a name that does not have standing in nomenclature, the name should be enclosed in quotation marks in the title, when appropriate, and at its first use in the abstract and the text. Correspondingly, an appropriate statement concerning the nomenclatural status of the name should be made in the text.

Return to top of page

Microbiological Culture Deposition

The Journal (*AJCN*) expects authors to deposit microbial strains used in any study to be published in publicly accessible culture collections, for example the American Type Culture Collection (ATCC) and to refer to the collections and strain numbers in the text (e.g. ATCC 53103). Since the authenticity of subcultures of culture collection specimens that are distributed by individuals cannot be ensured, authors should indicate laboratory strain designations and donor sources as well as original culture collection identification numbers. More information on the ATCC it is accessible at http://www.lgcpromochem-atcc.com/.

Return to top of page

Correcting Proofs

Contact the Production Office with any change in e-mail address from the time the manuscript was submitted. When page proofs are available, the corresponding author will be notified via an e-mail from the typesetter that includes instructions on how to download the proofs from a specified URL address. These proofs are to be checked carefully, and any changes are to be indicated clearly according to the instructions accompanying the proof. Changes made by copyeditors for style, grammar, and readability **are not to be altered by authors** unless a scientific error has been introduced. The page proofs should be returned within the designated deadline. If changes are received after the deadline, the article will be printed as set.

Return to top of page

Charges to Authors

Page charges

The responsible author must agree to pay page charges when the manuscript is submitted for publication. After publication of their articles, responsible authors will be billed per printed journal page (3 double-spaced manuscript pages equal ≈1 printed journal page). Corresponding authors who are members of ASN will be billed:

- £74/\$100/€90 for first 7 pages and
- £100/\$135/€121 for each additional page Corresponding authors who are not members of ASN will be billed:
- £103/\$140/€125 per first 7 pages and
- £121/\$165/€146 for each additional page

(Authors of reviews will be billed at \$85 or \$125 per page, depending on their membership status with ASN, regardless of the number of pages in the review.) This charge does not apply to reports of ASN meetings, official ASN statements, letters to the Editor, book reviews, or articles invited by the Editor-in-Chief. Please contact the Production Office for transfer information. Page charges can be paid using OUP's Author Services site. This will enable authors to pay online with a credit/debit card, or request an invoice by email or post.

Additional charges are assessed for color figures. Authors will be charged the subsidized rate of £294/\$400/€356 per color figure, although this fee will be waived for corresponding authors who are ASN members, when color is deemed essential by the editor. During the manuscript submission process, all authors must indicate that color figures are included and that they agree to pay the color reproduction fee of £294/\$400/€356 per figure.

Page charges may be waived by the Society for acceptable reasons such as the lack of funding from grant or institutional sources as verified by an institutional official.

Requests for waivers will not affect review of manuscripts or delay publication.

Waivers should be requested when the acceptance letter is received or when author proofs are returned. Requests for waivers must be submitted by the corresponding author and cosigned by an appropriate institutional official to verify that no institutional or grant funds are available for the payment of page charges. Waiver requests should be sent to ajcnsubmit@nutrition.org. Please include the journal name and manuscript number.

Open access publication option

Authors of accepted original research manuscripts can choose to pay an Open Access fee to allow their articles to become freely accessible on the journal website immediately upon publication. The open access charges are:

Non-member charges for CC BY:

Regular charge: £3676 / \$5000 / €4449

Reduced Rate Developing country charge*: £1103 / \$1500 / €1335

Free Developing country charge *: £0 / \$0 / €0

Member charges for CC BY:

Regular charge: £3309 / \$4500 / €4004

Reduced Rate Developing country charge: £1103 / \$1500 / €1335

Free Developing country charge *: £0 / \$0 / €0

Non-member charges for CC BY-NC:

Regular charge: £2206 / \$3000 / €2669

Reduced Rate Developing country charge*: £1103 / \$1500 / €1335

Free Developing country charge *: £0 / \$0 / €0

*Visit our Developing Countries page for a list of qualifying countries

Member charges for CC BY-NC:

Regular charge: £1838 / \$2500 / €2224

Reduced Rate Developing country charge: £1103 / \$1500 / €1335

Free Developing country charge *: £0 / \$0 / €0

*Visit our Developing Countries page for a list of qualifying countries. Members who receive a discount are American Society for Nutrition (ASN) members. Members will be required to enter their member number in order to receive the discount.

Open Access fees are charged in addition to other author charges (page charges, color reproduction charges, author alteration charges, and charges for reprint orders). For authors who elect not to pay the open access fee, articles will have a standard license and remain under access control for the first 12 months after publication. More information about Open Access licenses can be found here:

Page proofs

Once a manuscript has been accepted, the corresponding author will receive an e-mail from the Production Office containing information about the article DOI, instructions on signing the license to publish, and information on when to expect page proofs. Authors are not billed for the cost of changes for correction of composition, typographic, editorial, or author errors.

Offprints

The corresponding authors will receive electronic access to their paper free of charge and print offprints can be ordered through Oxford's Author Services Site.

Supplement fees

For more information on supplement fees, please contact Gina Farago (gina.farago@oup.com).

Return to top of page

Tips for Authors

Manuscript submission to *The American Journal of Clinical Nutrition (AJCN)* must be made using the online system at http://www.editorialmanager.com/ajcn. Users are required to register when accessing the online submission system for the first time.

Manuscript Preparation:

- Papers must be double-spaced throughout.
- Number lines continuously (not per page) beginning with the abstract and ending with the Acknowledgment; do not number lines of References, tables, and figures.
- Title page must include a list of authors' names for PubMed indexing and a list of Abbreviations in your manuscript.
- The Acknowledgment section must include a conflict of interest statement and a description of the contributions of the authors.
- Number references consecutively in the order in which they are first mentioned in the text, and list 10 authors' names before using "et al."

Language Editing Services: Authors who believe their manuscript would benefit from professional editing are encouraged to use a Language Editing Service.

If you experience problems during the submission process, contact the *AJCN*manuscript office by email <u>ajcnsubmit@nutrition.org</u>, or by telephone (240) 428-3611. We will address your question promptly and help you finish the submission process.

Return to top of page