

## General Policies

*ADVANCE* accepts original articles by members of the nursing profession, professional writers and members of related healthcare professions. All technical material is reviewed by an editorial consultant prior to acceptance. Once accepted, manuscripts become the property of *ADVANCE for Nurses*. They may be used in print or online by any of the *ADVANCE* family of publications and will be archived online. Once published, articles cannot be reproduced elsewhere without permission from the publisher.

## Preparing The Manuscript

Feature articles may not exceed 1,200 words. They should be submitted via a Word attachment e-mailed to submissions@advancweb.com. The contact person's e-mail, mailing address and phone number must be included. Illustrations, photographs and charts are accepted to complement the article and must be submitted in jpg format at 300 dpi. All accompanying materials should be labeled to provide appropriate credit to the originator. Suggested captions are required. If using non-original material, the author is responsible for obtaining and showing evidence of permission to reproduce. *ADVANCE* will not accept any financial responsibility for using non-original works.

The article should include a suggested title and the name or names of the authors with their credentials. Degrees and accreditations, professional titles and current position should be included. Subheadings are encouraged throughout the article to enhance readability.

All statements based on published findings or data should be referenced appropriately. References should be listed in numerical order in the text and at the end of the article following the American Psychological Association style (see below for more details).

## Editing

All submissions are edited for clarity, style and conciseness in accordance with *ADVANCE* format. Submissions must include the author's name, telephone and fax number for verification.

## Subject Matter

*ADVANCE* will consider articles on any topic relevant to nursing, including:

- Articles that review established clinical techniques or outline new techniques and new technologies in every specialty of nursing.
- Articles about new and innovative approaches to clinical care.
- Articles related to legislation and regulations, nurse management, disease management and its complementary therapies, outreach nursing programs, healthcare delivery systems and professional development.
- Articles specific to any nursing specialty area.

*ADVANCE* also welcomes letters to the editor and guest editorials.

## *ADVANCE for Nurses* Reference Requirements

*ADVANCE for Nurses* presents information regarding references and resources according to American Psychological Association style. If unfamiliar with this format, provide the information requested below.

### JOURNAL/MAGAZINE/NEWSPAPER ARTICLES

- Author name(s)
- Date of publication (year, month, date)
- Title of article
- Title of journal/magazine/newspaper
- Volume number, issue number of journal/magazine (not necessary for newspaper)
- Page number(s)
- If "in press," please indicate

### BOOKS – ENTIRE BOOK

- Author/editor name(s) (please indicate whether author or editor)
- Year of publication
- Title of book
- Edition number of book, if any
- Publisher's name and city/state
- If "in press," please indicate

### CHAPTER IN EDITED BOOK

- Chapter author(s)
- Year of publication
- Chapter title
- Book editor(s)
- Book title
- Chapter page numbers
- Publisher's name and city/state
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### DOCUMENT ACCESSED VIA INTERNET SPECIFIC DOCUMENT

- Document author, if any
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### PRESENTATION

- Presenter's name
- Date of presentation
- Title of presentation
- Name of forum where presentation took place (conference, etc.)
- City/state of presentation

### GOVERNMENT/ORGANIZATION REPORT

- Follow format for books
- Include agency/organization name and report number where appropriate

### PAMPHLETS/MEDICATION PRESCRIBING INFORMATION

- Follow format for books



### Submissions To:

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