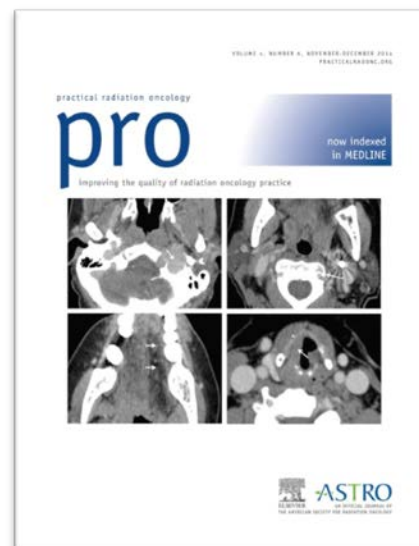
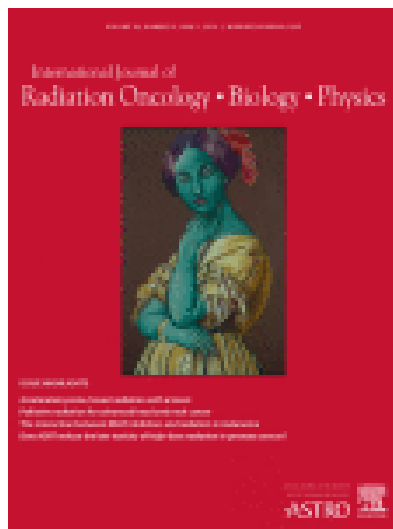


# Instructions for Authors: Tips and Tricks to Make Them Palatable

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Managing Editor, *Practical Radiation Oncology*,  
*International Journal of Radiation Oncology, Biology, Physics*,  
and *Advances in Radiation Oncology*



# ASTRO's Journals

## **Red Journal – 15 times per year**

- 71 editors
- 2000 yearly submissions
- 2600 individual reviewers

## **Practical Radiation Oncology – 6 issues**

- 23 editors
- 500 yearly submissions
- 700 individual reviewers

## **Advances in Radiation Oncology – 4 issues**

- 59 editors
- 140 yearly submissions (launched 2015)
- 250 individual reviewers



# Author Instructions

- Red Journal author instructions 22 pages, 7525 words
- Constant back and forth of trying to simplify to make shorter and the need to lengthen for authors who litigate every point
- Authors never seem to read them

The screenshot displays a table of contents for the Red Journal author instructions, organized into three columns. The first column includes sections like 'INTRODUCTION', 'BEFORE YOU BEGIN', and 'CONTRIBUTORS'. The second column lists 'COPYRIGHT', 'PREPARATION', and 'EDITORIAL DECISIONS'. The third column covers 'ARTWORK', 'REFERENCES', and 'AUTHOR INQUIRIES'. Below the table of contents, the 'Introduction' section begins with a blue 'I' icon and text describing the journal's focus on radiation oncology, biology, and physics.

<a href="#">INTRODUCTION</a>	<a href="#">•Copyright</a>	<a href="#">•Artwork</a>
<a href="#">•How to Submit</a>	<a href="#">•Role of the funding source</a>	<a href="#">•Illustration Services</a>
<a href="#">•Article Types and Guidelines</a>	<a href="#">•Open Access</a>	<a href="#">•Tables</a>
<a href="#">•Submission Fee</a>	<a href="#">•Informed consent and patient details</a>	<a href="#">•References</a>
<a href="#">BEFORE YOU BEGIN</a>	<a href="#">•Submission</a>	<a href="#">•Video</a>
<a href="#">•Ethics in publishing</a>	<a href="#">PREPARATION</a>	<a href="#">•Supplementary material</a>
<a href="#">•Human and animal rights</a>	<a href="#">•Double Blind Review</a>	<a href="#">•AudioSlides</a>
<a href="#">•Studies Involving Biomarkers</a>	<a href="#">•Files for Submission</a>	<a href="#">•Submission Checklist</a>
<a href="#">•Guidelines for reporting preclinical research</a>	<a href="#">•Cover Letter</a>	<a href="#">AFTER ACCEPTANCE</a>
<a href="#">•Conflict of Interest</a>	<a href="#">•Uniform Disclosure Form</a>	<a href="#">•Proofs</a>
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<a href="#">•Contributors</a>	<a href="#">•Use of Word Processing Software</a>	<a href="#">AUTHOR INQUIRIES</a>
<a href="#">•Authorship</a>	<a href="#">•Article structure</a>	
<a href="#">•Changes to authorship</a>	<a href="#">•Footnotes</a>	

**I Introduction**

*International Journal of Radiation Oncology, Biology, Physics (IJROBP)*, known in the field as the Red Journal, publishes original laboratory and clinical investigations related to radiation oncology, radiation biology, medical physics, and both education and health policy as it relates to the field.

This journal has a particular interest in original contributions of the following types: prospective clinical trials, outcomes research, and large database interrogation. In addition, it seeks reports of high-impact innovations in single or combined modality treatment, tumor sensitization, normal tissue protection (including both precision avoidance and pharmacologic means), brachytherapy, particle irradiation, and cancer imaging. Technical advances related to dosimetry and conformal radiation treatment planning are of interest, as are basic science studies investigating tumor physiology and the molecular biology underlying cancer and normal tissue radiation response.

Because of the large number of manuscripts submitted annually and the limited print space available, the Red Journal had to become substantially more selective in what it can accept for publication.

# Checklist

- This way, we still have long file for nit picking authors
- But short file to satisfy most authors
- Helps ensure some authors may actually read it
- Idea is they can print it out as they finish prepping manuscript for submission

Submission Item	Description	Limits	<input checked="" type="checkbox"/>
Title Page (with Author Details)	Lists all authors with their respective degrees and affiliations; also contains corresponding author contact information and a short running title; must contain disclosure or conflict of interest statement.	Restrict to 1 page, if possible; running title ≤40 characters (with spaces)	<input type="checkbox"/>
Blinded Manuscript	All author names and institutions identified should be redacted or substituted with "XXXX" to maintain double-blind review process.	≤3500 words (including summary, abstract, body text, and figure legends)	<input type="checkbox"/>
-Title Page	Only the title and running title should remain.	Not included in ≤3500 word limit overall	<input type="checkbox"/>
-Summary	Addresses the highlights of the manuscript for readers.	75 words or fewer, included in ≤3500 word limit overall	<input type="checkbox"/>
-Abstract	Reflects article content, purpose of study, important results, data interpretation and implications; should be structured using subheadings: Purpose, Methods and Materials, Results, and Conclusions.	300 words or fewer, included in ≤3500 word limit overall	<input type="checkbox"/>
-Introduction	Includes background and purpose of study, hypothesis, and brief description of experimental design.	Included in ≤3500 word limit overall	<input type="checkbox"/>
-Methods and Materials	Describes materials used and experimental/statistical methods.	Included in ≤3500 word limit overall	<input type="checkbox"/>
-Results	Details most important results of the study with as little discussion as possible.	Included in ≤3500 word limit overall	<input type="checkbox"/>
-Discussion	Interprets results in context of other published studies, states conclusions based on study findings, addresses limitations and implications of study.	Included in ≤3500 word limit overall	<input type="checkbox"/>
-References	Reference list should be double-spaced and references should be in the order in which they appear in the text.	≤35 or fewer, not included in ≤3500 word limit overall	<input type="checkbox"/>
-Figure Legends	Must be provided for all figures and tables, magnification and staining levels should be given, with appropriate level of description for the reader.	Included in ≤3500 word limit overall	<input type="checkbox"/>
Figures	Each whole figure should be placed in a separate file (not separate files for each panel). Four color figures are permitted but author assumes all costs for printing (free in online version). Should be submitted in ".tif" or ".eps" format. Photographic images: 300 dpi; Line art images: 800 to 1200 dpi.	Not to exceed 6 (including tables)	<input type="checkbox"/>
Tables	All tables should be in one complete separate file from manuscript, double-spaced, on separate pages. Should be accompanied by table number and brief title.	Not to exceed 6 (including figures)	<input type="checkbox"/>
Supplementary Materials	Figures, tables, data, text, or multimedia files that expand on the manuscript. Read by reviewers and must be inclusive at time of submission. No limitations, but must be cited within the paper if used. These should be submitted in PDF format. NOTE: Only available online, not within printed publication.		<input type="checkbox"/>
Disclosure Forms	Details any conflicts of interest relevant to the study and must be complete for each author. Fillable PDF available at <a href="http://www.icmje.org">www.icmje.org</a> .	One form required by each author at time of submission.	<input type="checkbox"/>
Submission Fee	<b>Required for all clinical/critical review submissions</b> , these fees help to offset expenses related to peer review process. Payment required during submission process.	\$75 (USD), payable by credit card	<input type="checkbox"/>

# What works

- Need the full author instructions as it has important information about the type of clinical research
  - Ethics in publishing
  - Human and animal rights
  - Studies involving biomarkers
  - Guidelines for reporting preclinical research
- Most of that info about the type of studies we accept
- Needed a way to boil down formatting requirements
- Considering Your Paper Your Way for future

# Thank you!

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