

Author Instructions Substance Abuse



1. Manuscripts, in quadruplicate and in English, should be submitted to the Editor-in-Chief:

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Providence, Rhode Island 02912

2. Substance Abuse welcomes any of the following four types of submissions for review: (1) empirically-grounded articles based on studies employing experimental controls; (2) review articles drawing on an extensive but focused review of scientific literature; (3) case reports of no more than 1000 words and 6 references; (4) letters to the editor of no more than 500 words and 3 references.
3. Submission is a representation that the manuscript has not been published previously and is not currently under consideration for publication elsewhere. A statement transferring copyright from the authors (or their employers, if they hold the copyright) to the Association for Medical Education and Research in Substance Abuse will be required before the manuscript can be accepted for publication. The Editor-in-Chief will supply the necessary forms for this transfer. Such a written transfer of copyright, which previously was assumed to be implicit in the act of submitting a manuscript, is necessary under the U.S. Copyright Law in order for the publisher to carry through the dissemination of research results and reviews as widely and effectively as possible.
4. Type double-spaced on one side of 8-1/2 x 11 inch white paper using generous margins on all sides, and submit the original and three copies (including copies of all illustrations and tables).
5. A title page is to be provided and should include the title of the article, author's name (with degree), author's affiliation, and suggested running head. The affiliation should comprise the department, institution (usually university or company), city, and state (or nation) and should be typed as a footnote to the author's name. The suggested running head should be less than 80 characters (including spaces) and should comprise the article title or an abbreviated version thereof. For office purposes, the title page should include the complete mailing address and telephone number of the one author designated to review proofs.
6. An abstract is to be provided, preferably no longer than 150 words. A list of 4-5 key words is to be provided directly below the abstract. Key words should express the precise content of the manuscript, as they are used for indexing purposes.
7. Illustrations (photographs, drawings, diagrams, and charts) are to be numbered in one consecutive series of Arabic numerals. The captions for illustrations should be typed on a separate sheet of paper. Photographs should be large, glossy prints, showing high contrast. Electronic artwork submitted on disk should be in the TIFF or EPS format (1200 dpi for line and 300 dpi for half-tones and gray-scale art). Color art should be in the CYMK color space. Artwork should be on a separate disk from the text, and hard copy *must* accompany the disk.

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8. Tables should be numbered (with Roman numerals) and referred to by number in the text. Each table should be typed on a separate sheet of paper. Center the title above the table, and type explanatory footnotes (indicated by superscript lowercase letters) below the table.
9. Acknowledgments (including all sources of support which contributed to the study and the preparation of the article) should be typed in one paragraph (so-headed) on a separate page that directly precedes the References section.
10. List references (type double-spaced) numerically *in order of text appearance* at the end of the paper (after text and before tables and figure-caption list). Use the appropriate Arabic numeral in parentheses on the baseline for citation in the text. Where there are three or more authors, only the first author's name is given in the text, followed by *et al.* References should include (in this order): last names and initials of *all* authors, name of publication, year published, volume number, and inclusive pages. Abbreviations of journal names should conform to *Index Medicus* style. The style and punctuation of the references should conform to that used in the journal — illustrated by the following examples:

Journal Article

1. Conner KR, Ackerley GD: Alcohol-related battering: Developing treatment strategies. *J Fam Viol* 1994;9:143-155

Book

2. Kaminer Y: *Adolescent Substance Abuse: A Comprehensive Guide to Theory and Practice*. New York: Plenum Medical Book Company; 1994

Contribution to a Book

3. O'Brien CP, Alterman A, Childress AR, McLellan AT: Developing and evaluating new treatments for alcoholism and cocaine dependence. In: Galanter M, ed. *Recent Developments in Alcoholism, Vol 10, Alcohol and Cocaine: Similarities and Differences*. New York: Plenum Press; 1992:303-325

11. Footnotes should be avoided.
12. After a manuscript has been accepted for publication and after all revisions have been incorporated, manuscripts should be submitted to the Editor's Office as hard copy accompanied by electronic files on disk. Label the disk with identifying information — software, journal name, and first author's last name. **The disk must be the one from which the accompanying manuscript (finalized version) was printed out.** The Editor's Office cannot accept a disk without its accompanying, matching hard-copy manuscript.
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