

ANSWERS TO FREQUENTLY ASKED QUESTIONS:

Why Write For the *JDPA*?

- To share your opinions in an un-sponsored forum about professional issues that effect the practice of dermatology PAs.
- To educate yourself by researching the latest clinical/surgical/cosmetic information.
- To fulfill any professional or academic requirements to be published.
- To expand the experience listed on your CV.
- To help your dermatology PA colleagues by sharing your expertise and providing clinical/surgical/cosmetic information and/or practical tips.

What Should I Write About?

Before you begin writing an article for the *JDPA*, let us know what you intend to write about. Contact the editor at: Editor@jdpa.org or you can write a formal query letter if you prefer.

A wide-range of articles is appropriate for the *JDPA*. Refer to the “Write for the *JDPA*” for a breakdown of the different *JDPA* sections and the article types that may be written for each.

What Should The Manuscript Look Like?

Most articles for the *JDPA* should range from about 200 to 1,000 words (see the specific article details listed on the “Write for the *JDPA*” page).

Follow the writing guidelines in the American Medical Association Manual of Style, 9th edition, and common English usage. If an AMA stylebook isn’t available, use basic English rules and the editor will make the necessary changes.

What Should I Include?

A title. For any article, include a suggested title. We create the headlines with your suggestion as a guide.

A byline. Include the full names and credentials of you and any co-authors, along with each author’s professional title and current position, address and daytime phone number. Also include fax numbers and e-mail addresses if appropriate.

A reference list (if needed). Please reference all statements that are based on published findings or data. List the references in numerical order in the text and at the end of the article. Please avoid using the footnote tools that come with many word processing software packages. Insert the number of the reference in parentheses directly in the text, like this (1). Use the formats outlined in the American Medical Association Manual of

Style, 9th edition. Here are some of the most common reference styles:

- *For a journal reference:* Johnston IDA, Strachan DP, Anderson HR. Effect of pneumonia and whooping cough in childhood on adult lung function. *N Engl J Med.* 1998;338(9):581-587.
- *For a book:* Selwyn PA. *Surviving the Fall: The Personal Journey of an AIDS Doctor.* New Haven, Conn: Yale University Press; 1998:119. *For a book chapter:* Lammers RL, Trott AT. Methods of wound closure. In: Roberts JR, Hedges JR, eds. *Clinical Procedures in Emergency Medicine.* 3rd ed. Philadelphia, Pa: WB Saunders Co; 1998:560.
- *For Web pages, CD-ROMs, audiotapes, videotapes, package inserts, government publications and other special materials, please contact the editor or consult the AMA's Manual of Style.* Generally speaking, citations of Web sites should be extremely limited.
- *For references with six or fewer authors, list them all. For references with seven or more authors, list the first three, then the Latin abbreviation "et al." This is short for "et alia," meaning "and others."*

Copies of the references: To ensure accurate and useful citations in the finished article, as well as the inconvenience of tracking down citations close to deadline, please include with your draft photocopies or originals of the articles you reference.

Extras. Illustrations, photographs and charts add impact and make information easier to understand. Examples include clinical photos, tables and graphs that illustrate a point. E-mailed photos may or may not be acceptable, depending on resolution. Check with the editor if you have .jpg ("jpeg") or .gif files to accompany your article.

Captions describing each photo or figure are required. Label all illustrations to provide appropriate credit to the owner or creator. It's likely that you'll need to get permission to use copyrighted material from books and journals. Contact us and we can help you obtain permissions. If your photos feature persons whose faces are identifiable, you must include a release signed by the persons that states that they have consented to appear in the article. Again, call us for help with consent forms if you are unsure about how to proceed.

What Happens After I Send The Article?

First, it is sent to a panel of your peers. It is sent anonymously—your name and affiliation are not included when a manuscript is sent to our editorial board. Members of our editorial review board are published in each issue of the *JDPA*. The reviewers then return the manuscript to the editorial staff. The reviewers may accept the article as is, accept the article conditionally but with revisions required, or reject the manuscript for publication.

After the manuscript is accepted, it is edited for clarity, style and conciseness in accordance with the *JDPA* format. *JDPA* is not a research journal, and the writing style

reflects that. The tone of each article should be somewhat conversational, with an emphasis on how dermatology PAs can use the information within their daily practice. We will then return the article to you so that you can follow up on the suggestions of the peer reviewers and the editors.

How Should I Send The Manuscript?

We prefer that you e-mail the document to us utilizing Microsoft Word. (If this isn't possible, you may send us a CD-ROM containing the article). E-mail to: Editor@jdpa.org.

Although it is not required, it is a good idea to mail us a typed or laser-printed hard copy (especially if you include non-electronic materials with your article).