Preparing your manuscript for submission to Academic Medicine

Academic Medicine Staff
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Is *Academic Medicine* the right journal?

• Look at past issues of *Academic Medicine* and search for articles the journal has published on your topic to determine whether your manuscript is a good fit for the journal.

• Review the many resources for authors, which are designed to help you decide whether to submit and to guide you in preparing your manuscript to meet the journal’s requirements.
Getting started

• To familiarize yourself with the journal, review the answers to our frequently asked questions.

• To ensure that your article meets the journal’s word count and style requirements, follow the guidelines laid out in the complete instructions for authors.

• Read the March 2008 editorial, “What Is Academic Medicine?” and, if you are writing about an innovation, the August 2008 editorial, “Toward Better Descriptions of Innovations.”
Checklists

• The short author checklist highlights important content and formatting issues from the complete instructions to authors.

• Publications criteria for articles and publications criteria for research reports indicate the type of information, analysis, and organization that must be present in manuscripts.
Author tutorials

Make use of the other author tutorials prepared by the Academic Medicine staff that offer useful information on:

• Editorial focus areas
• Ethical issues to consider
• Preparing a research report
• Preparing an article
Important last steps

Before you submit your manuscript to *Academic Medicine*, take some extra time to:

• Proofread your manuscript to avoid embarrassing typographical, spelling, and grammatical errors.

• Ask a colleague who is fluent in English to read your manuscript if you are not a native English speaker.

• Check that the data presented in the manuscript and abstract match the data presented in the tables and figures.

• Ensure that manuscripts, tables, and figures are submitted as separate files and in the proper file formats.
Submit!

We look forward to receiving and reviewing your submission.

If you have questions, please contact the editorial office at:

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Online: www.academicmedicine.org