

# Journal of Cancer Education

*The Official Journal of the American Association for Cancer Education and the European Association for Cancer Education*

## Instructions for Authors

**Aims and Scope.** The Journal of Cancer Education, the official journal of the American Association for Cancer Education (AACE) and the European Association for Cancer Education (EACE), is an international quarterly journal dedicated to the publication of original contributions dealing with the varied aspects of cancer education for physicians, dentists, nurses, students, social workers, and other allied health professionals, patients, and the general public. Articles featured include reports of original results of educational research, as well as discussions of current problems and techniques in cancer education. Manuscripts are welcome on such subjects as educational methods, instruments, and program evaluation. Suitable topics include teaching of basic science aspects of cancer, the assessment of attitudes toward cancer patient management, the teaching of diagnostic skills relevant to cancer, and the evaluation of undergraduate, postgraduate, or continuing education programs. Letters to the Editor (600 words or less) dealing with published articles or matters of current interest are invited. Also featured: commentary; book and media reviews; and announcements of educational programs, fellowships, and grants.

Only original material, not previously published or under consideration by another publisher, will be reviewed for possible publication. Accepted manuscripts become the property of the AACE and may not be published elsewhere without written permission from the publisher. Manuscripts are subject to editorial revision. The author is responsible for the accuracy of all factual material, including changes made by copy editors.

**Submission of Manuscripts:** An original manuscript and 3 copies of each manuscript, double-spaced and typewritten on 8½ x 11-inch white paper, 3 copies of each illustration, and a floppy (or ZIP) disk should be sent to:

Joseph F. O'Donnell, MD  
Medical Service (III)  
VA Medical and Regional Office Center  
215 North Main Street  
White River Junction, VT 05009  
Phone: (603) 650-1755; Fax: (802) 295-9504  
E-mail: joseph.f.odonnell@dartmouth.edu

Manuscripts are examined by the Editor-in-Chief and at least two reviewers. Decisions of the Editor-in-Chief are final. After all revisions have been made, the revised manuscript, including tables and figures, should be transmitted to the editor. The manuscript as revised should be submitted to the Editorial Office as 3 hard copies as well as on floppy (or ZIP) disk in MSWord or WordPerfect. A publication agreement must be signed by all authors. Copyright is held by the American Association for Cancer Education and administered by Taylor & Francis.

**Format and Presentation.** The title page should state a brief, specific title and a running title. Begin a new double-spaced page with the authors' names with their academic degrees. Below this, provide the footnote information in the following format: Received from the [institution where the work was done, with city and state]. If the authors are from different institutions, list each institution with the initials of appropriate authors in parentheses after it. [If presented at a meeting]: Presented at [meeting title, location, date]. [If supported]: Supported by [sources of support]. Provide the name, address, telephone number, fax number, and e-mail address of the person to whom correspondence and reprint requests should be sent; provide the same information for the contact person for manuscript processing if different. A 75-100 word abstract, typed double-spaced on a separate sheet, should be included. It should be factual, rather than descriptive, covering the main points, results, and conclusions of the paper. A structured abstract is required for research articles and recommended for others if the subject matter is appropriate. Subdivisions are: Background; Methods; Results; Conclusions. If appropriate, papers should be organized in the following format: Introduction, Materials and Methods, Results, Discussion. Other descriptive paragraph headings and subheadings should be used when appropriate. Every effort

should be made to avoid jargon, to spell out all nonstandard abbreviations the first time they are mentioned (followed by the abbreviation in parentheses), and to present the contents of the study as clearly and concisely as possible.

**Tables.** Tables should be typed double-spaced on separate pages of 8½ x 11-inch white paper. The table number (Arabic) should be followed by a brief specific title. Tables should be numbered consecutively with respect to citation in the text. The data should be self-explanatory and should supplement, not duplicate, the text.

**Illustrations.** Line drawings, graphs, and charts should be high-contrast black and white, professionally drawn and lettered. Lettering should be of a size that will be compatible with the text type. Figure legends, numbered consecutively, should be typed double-spaced on a separate sheet. Digital files are recommended for highest quality reproduction. They should follow these guidelines:

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Rankin RV, Burzynski NJ, Silverman S, et al. Cancer curricula in U.S. dental schools. *J Cancer Educ.* 1999;14:8-12.

For books, the chapter authors, chapter title, editors of the book, title of the book (including volume and edition number), publisher's city and name, year of publication, and appropriate page numbers should be included:

Foley JF, Vose JM, Armitage JO (eds). *Current Therapy in Cancer.* 2nd ed. Philadelphia, PA: W. B. Saunders, 1999.

Kessinger A. Islet cell tumors. In: Foley JF, Vose JM, Armitage JO (eds). *Current Therapy in Cancer.* 2nd ed. Philadelphia, PA: W. B. Saunders, 1999, pp 241-244.

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