

Instructions to the Author

Instructions to the author of articles which are to be submitted to Acupuncture and Electro-Therapeutics Research; The International Journal. See examples of published papers in this journal since 1981. Instructions are also available at www.icaet.com. There are four types of manuscripts: (1) a regular manuscript which is 6-15 pages, (2) a short article which is usually less than 6 pages, (3) a letter to the editor which is 1-3 pages and (4) a summary or highlights of a recent international symposium or conference which can be anywhere between 1-5 pages.

1. All accepted manuscripts must be camera-ready. The manuscript must be submitted in exactly the same format as it will be reproduced in the journal. All tables, figures, photographs, etc, must be in the exact location in the submitted manuscript where they will appear in the final journal.
2. Papers consist of the following items: (1) title of the article, (2) name of the author (s) with academic degree and institutional affiliation, (3) contact information, (4) date of submission and acceptance, (5) abstract, (6) key words, (7) introduction, (8) materials and methods, (9) results, (10) discussion, (11) conclusion, (12) acknowledgement, and (13) references.
3. Manuscripts must be on U.S. Standard white typing paper that is 8.5 (21.59cm) X 11 (27.94) inches; the top, bottom, left and right margin must be 1 inch (2.54cm), except for the top margin of the first page, which must be 2 inches (5.08 cm). All manuscripts must be typewritten using sharp, clear, black print suitable for reproduction.
4. The title of the manuscript must be centered and font Times, size 14, bold, and the first letter of each word in the title must be capitalized.
5. List the author's first name, last name, and academic degree in bold in font Times, size 12 and centered. Give the institutional affiliation and academic title for each author on the line below each author's name, Not in bold. If an author has more than one institutional affiliation, then separate the affiliations with semi colons (;).
6. The main body of the text must be font Times, size 12, single-spaced and have line spacing of 0.8.
7. After the author(s) you must list the correspondence information, including an address, telephone, fax number or an e-mail address. The correspondence information must also be centered.
8. After the contact information you need to include a received date and an accepted with revisions date in parenthesis, in font Times, size 12, centered on the width of the page.

9. The word "**ABSTRACT**" must be in font Times, size 12, bold, and the body of the abstract must be aligned with the colon after the word, "ABSTRACT:". The length of the abstract must be a minimum of 100 words and a maximum of 250 words. For example:

(Received Nov 3, 2000; Accepted with revisions Nov. 30, 2000)

ABSTRACT:

Abstract text, abstract text, abstract text, abstract text, abstract text,
abstract text, abstract text, abstract text, abstract text, abstract text, abstract
text, abstract text, abstract text, abstract text, abstract text.....

Key Words: Key Word 1; Key Word 2; Key Word 3; Key Word 4, Key
Word 5, Key Word 6, Key Word7.

10. You can have a maximum of 7 Key Words. Each key word must begin with a capital letter and each key word must be followed by a semicolon (;). The list of key words should be placed one line after the abstract text, and the key words section should be left-aligned with the body of the abstract.
11. The different sections of the manuscript, 1) Introduction, 2) Materials and Methods, 3) Results, 4) Discussion. 5) Acknowledgement and 6) References must be single spaced, and the section titles should be centered on the width of the page in font Times, size 12, bold. There should only be a double space between sections. DO NOT put each section on a separate sheet of paper.
12. Each manuscript can have a maximum of 15 graphs/charts and/or black and white photographs. All graphs, charts, diagrams, etc. must be numbered as Fig. X:, Table Y:, etc., followed by captions. Figure and table titles should be centered on the top of the figure or table. The publisher will not charge for any black and white photographs or diagrams. If you want to include color photos, then the price for each page that contains color photos is \$1,000. For example, if you want 2 pages with color photographs, you must pay \$2,000 (U.S. Dollars) to the publisher.
13. When abbreviated expressions or terminology is used for the first time in any part of the manuscript, you must include the complete, non-abbreviated expression followed by the abbreviation in parenthesis.
14. The Materials and Methods section is required to have explicit clear schematic diagrams and/or photographs of the experimental setup. If necessary, use a few schematic diagrams or photographs of the experimental setup. These diagrams or photographs should provide sufficient information to enable other experimenters to reproduce your results. Good schematic diagrams and/or photographs of the experimental setup are essential. Papers without schematic diagrams or photographs of the experimental setup will not be accepted.

15. Tables should be placed as part of the text, and table titles should be centered above the table; below each table and/or diagram include a figure number and a caption (for example "Fig. 3: Diagram showing auricular acupuncture points"). All columns should also have headings.
16. Graphs must be well labeled: label all axes, variables and/or data points.
17. DO NOT type page numbers; number each sheet near the bottom of the appropriate page using a pencil.
18. References should be cited in the text by consecutive numbers in brackets (e.g., [1,2]). The full reference should be included in a numbered list at the end of the text. For example:

References

1. Omura, Y., Pathophysiology of acupuncture treatment: Effects of Acupuncture on Cardiovascular and Nervous systems. Acupuncture & Electro-Therapeutics Research, The International Journal. Vol 1, pp. 55-141, 1975.
 2. Pansky B, and House, E.L. Review of Gross Anatomy, Macmillan, London, 1969.
19. References should be single-spaced, with double spacing between each reference. References to journals should contain the names of all the authors, the title of the communication journal, volume number, first and last page numbers, and year. DO NOT abbreviate journal titles. The title of the journal should be underlined.
 20. You must submit 3 copies of the camera-ready manuscript satisfying all of the above requirements. Make sure to keep at least one original copy of the manuscript in your office because manuscripts are not returned regardless of whether the manuscript is accepted or not accepted for publication.
 21. In the letter of submission, please also include a daytime and evening phone number, fax number and/or e-mail where the author can be reached without any difficulty.
 22. The content and ideas expressed in the author's manuscript may or may not represent the publisher's or editor's opinions.

Submission of papers and correspondence concerning editorial policy of the journal should be sent to the Editor-in-Chief: Yoshiaki Omura, M.D., Sc.D., 800 Riverside Drive, Suite 8-I, New York, NY 10032, USA. Tel: (212) 781-6262, Fax: (212) 923-2279.