

# Research Article Submission Guidelines

## Submission

Please submit your research article to John Suh, MD, Chairman, Department of Radiation Oncology, Associate Director of Gamma Knife Radiosurgery, Brain Tumor and Neuro-oncology Center, Taussig Cancer Institute, 9500 Euclid Ave. / T28, Cleveland, OH 44195. Email: [suhj@ccf.org](mailto:suhj@ccf.org).

## Cover Page

The cover page should include the full title of the article as well as the following information:

- *Author Information*—All authors should be listed, including full names, degrees, titles and current affiliations (department, institution/company, city and state).
- For the corresponding author, provide full contact information: mailing address, phone, and e-mail address.
- *Conflict of interest/author disclaimer*—Any actual, potential, or apparent conflicts of interest must be stated on the cover page. All sources of financial support for the study presented or any author relationships with manufacturers of any products mentioned in the article must be stated. When applicable, conflicts of interest (actual or perceived) will be included in final publication to maintain scientific integrity.
  - **Prior publication/presentation**—If any part or portion of the article has been published or presented in another form previously (eg, published as an abstract or presented at a meeting), the original presentation must be identified with a complete citation.

## Manuscript

- Word Count: Manuscripts should run from **1,500-2,500 words** in length.
- Submit Article: Manuscripts should be sent by e-mail to: [suhj@ccf.org](mailto:suhj@ccf.org).
- Large Image Files: Image files that are too large to send via e-mail, can be zipped into a single ZIP file, and the ZIP file labeled with the corresponding author's name can be uploaded to: <https://www.hightail.com/u/Applied-Radiology>.

## Formatting your research article

### ***Abstract***

Provide a short overview of the research, including the objective and hypothesis, methods and materials, results, conclusions, and key words.

### ***Introduction***

State the objectives and provide background, including a brief review of the literature. Discuss what experimental question the study aims to answer, and state the hypothesis. Briefly describe how the hypothesis was tested and how the results will contribute to radiation oncology.

### ***Methods and Materials***

Include a straightforward description of the methods used in the study, including enough detail so the work may be reproduced. References should be used for previously published methods, with relevant modifications described.

## **Results**

Results should be concise, presenting the experimental data.

## **Discussion**

Briefly provide an overview of the work. Summarize the most important findings and, if applicable, accept or reject the hypothesis. Identify the most interesting, significant findings and contrast them to other studies. Consider other works that address the topic and the how the work contributes to radiation oncology.

## **Conclusions**

State the primary conclusions of the study.

## **Figures**

- Key Images: Provide 3 to 4 JPEG or TIFF images (resolution: 300 dpi)
- Each figure should have a descriptive legend
- Each figure should be cited within the text.
- Note: Upon acceptance we will request DICOM images sets (see instructions below)

## **Tables**

All tables must be cited in text, numbered in order of first appearance in the article (Table 1, Table 2, etc.). Indicate appropriate table title and define all abbreviations, symbols, and footnotes used.

## **References**

Reference citations in the text must be numbered sequentially in order of first appearance in the text. Please do not list the references alphabetically. Reference numbers may be cited repeatedly in the text; however, all references must be cited at least once.

## **Example**

1. Holliday E, Fuller CD, Wilson LD, Thomas CR Jr. Success breeds success: Authorship distribution in the Red Journal, 1975-2011. *Int J Radiat Oncol Biol Phys*. 2012;5:146-149. Copyright Assignment—For all copyrighted materials used in your manuscript, such as Figures and Tables, the author must include written permission attained from the Publisher (ie, Elsevier, McGraw-Hill) upon submitting the case to *Applied Radiation Oncology*. The assignment of rights to Anderson Publishing includes, but is not limited to, rights to edit, publish, reproduce, distribute copies, and publish in electronic form or other media. Authors retain the right to revise, adapt, prepare derivative works, present orally, or distribute the article, provided notice of copyright is given.

## **DICOMs**

Upon acceptance we request that you provide us with *DICOM image data sets* for the key images. Please provide the DICOM data set as a ZIPPED file and upload the ZIPPED files labeled with the corresponding author's name to:

- <https://www.hightail.com/u/Applied-Radiology>