

Submission Requirements

- The abstract may contain a maximum of 350 words. Additionally, it must be organized under (and contain) the following headings:
 - Context
 - Technology
 - Design
 - Results
 - Conclusions
- The text must be prepared in accordance with American Medical Association (AMA) Manual of Style, 9th edition. For more information and specific examples of how abstracts should be prepared, see the CAP '06 abstracts that were published in the September 2006 issue of *Archives of Pathology & Laboratory Medicine* (available online at: <http://arpa.allenpress.com>).
- Do not use abbreviations unless they appear 5 or more times, in which case you must spell out the abbreviation the first time it appears.
- Do not begin the abstract by repeating the title, and do not cite references.
- A single table or figure may appear in the Results section. A table may have no more than 5 columns. Make certain any acronyms used in a table are clearly defined in the text. Most figures should be submitted in TIF format at a minimum resolution of 300 dpi. If any text appears in the figure, it must be set at 12 points or larger.

Special Notes regarding figures: Do not submit photomicrographs as either Word or PowerPoint files. Do not add a figure label on figures. When preparing figures, authors must remember that figures will be printed at a width of 3 ½ inches. Thus, computer screen shots and other figures that contain small text are not good submission options. Also review the information regarding figures shown below (see Illustrations).

- If submitting a figure or table, the authors must provide a description of the figure or table content, including a specific reference to the figure or table (eg, Figure 1), in the Results section. Do not submit a separate figure or table legend; legends will not be printed.
- List sources (name of company, city, state, and country) for all software and reagents.
- Use conventional units of measure.
- Use generic drug names unless the specific trade name of a drug is directly relevant to the discussion.
- The name of the corresponding author should be shown in bold.
- Separate each author name with a semicolon.
- Affiliations for each author must be clearly listed, including full department and institution names.
- Each author must sign and submit an Authorship Form. See the Authorship Form section below for complete information.

Submission Information/General Instructions for Authors

Authorship Form.—All authors must complete and sign the copyright, authorship responsibility, and financial interest statements shown on the accompanying authorship form. All authors must also sign the CME Disclosure Form. All author names must be clearly printed on the forms, and each author's signature should appear next to his/her name. Abstracts cannot be accepted until the completed forms are submitted.

Informed Consent.—If the manuscript reports the results of an experimental investigation of human subjects, state formally that consent was obtained from the subjects after the nature of procedure(s) had been fully explained. Include a signed statement of consent from the patient (or, if the patient is a minor, from both parents or the legal guardian) with all identifiable photographs. Consent forms must contain a specific statement that photographs and information related to a case may be published separately or together, and that the patient’s name will not be disclosed.

Ethical Requirements.—For human or animal experimental investigations, specify in the “Methods” section of the manuscript what protocols were followed, eg, “Institutional guidelines regarding animal experimentation were followed.”

For those investigators who do not have formal ethics review committees (institutional or regional), the principles outlined in the Declaration of Helsinki¹ should be followed.

Manuscript Preparation.—

- Authors should make certain that all identifying information, such as author names and affiliations, does not appear on the title page, text pages, and figures. However, all manuscripts should still include a title page (see Title Page below).
- Manuscripts should be prepared in accordance with the *American Medical Association Manual of Style*, 9th edition, and/or the “Uniform Requirements for Manuscripts Submitted to Biomedical Journals.”
- Double-space throughout the text file. The right margin should be unjustified (ragged).
- The text file should not contain unnecessary formatting. Specifically, only use hard returns at the end of paragraphs and display lines; do not use an extra hard return between paragraphs; do not use tabs or extra space at the start of paragraphs or for list entries; do not indent runover lines in references; do not use different typefaces, page breaks, or headers; and turn off line spacing and hyphenation and justification.
- Use conventional units of measurement throughout the manuscript, with Systeme International (SI) units expressed secondarily in parentheses. Exceptions to this policy include calories, hematocrit, glycosylated hemoglobin, blood cell counts, and ejection fraction, for which conventional units alone should be expressed.
- Use generic names of drugs, unless the specific trade name of a drug used is directly relevant to the discussion.
- When using acronyms, make certain the full name is spelled out on first use.

- Give sources (name of company and location) for all special reagents (eg, antibodies, enzymes, probes).

Illustrations.—Authors must email figures directly to Wendy Frank at frankwm@upmc.edu Halftone and color images should be submitted at a minimum of 300 ppi, while line art should be submitted at 1200 ppi. Digital color files must be submitted in CMYK mode. Acknowledge fully all illustrations and tables taken from other publications, and submit a copy of the permission letter to reprint from the copyright owner.