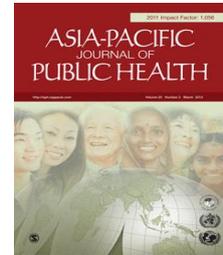




Instructions for Authors for APJPH Pacific Health Special Issue



1. Authors should read the instructions to authors and articles from the latest volume of the APJPH to familiarize themselves with our preferred format.
2. Since we have had several issues on Island Health, there are quite a number of papers in our journal that might be relevant to your paper. Authors should read the applicable ones.
3. Articles must conform with the scientific standards of an international public health journal. This includes a high standard of English.
4. All clinical trials and interventions must be registered by a recognized authority where the protocol is available for public access. The registration number must be included in the Methods section. No papers that related to unregistered trials that commenced in 2012 or later will be considered for publication. Suitable registration authorities include: <http://clinicaltrials.gov>, <http://www.who.int/ictpr/en> (as the WHO website says, "The registration of all interventional trials is a scientific, ethical and moral responsibility") <http://www.anzctr.org.au>.
5. Cohort studies should follow the STROBE guideline and randomised controlled trials should follow the CONSORT guidelines. For other study designs, kindly refer this link for the guidelines: <http://www.equator-network.org/>

Manuscript Submission

All new manuscripts must be submitted online via the following website <http://mc.manuscriptcentral.com/apjph>. When submitting the manuscript, the author should choose 'Pacific Health' as the label for the manuscript. This manuscript heading will help the editorial office to identify the manuscripts submitted for this special issue.

Manuscript Preparation

1. Types of papers accepted: Original Manuscript (2500 - 3000 words of which the abstract is not more than 150 words). Reviews should have 3000-4000 words with abstract of not more than 200 words. That is, the word count excludes the abstract. For other types of articles, please check the Submission Guidelines at <https://uk.sagepub.com/en-gb/asi/journal/asia-pacific-journal-public-health#submission-guidelines>
2. Arrange the manuscript in this order: (1) **Title Page**; (2) **Abstract and Keywords**; (3) Two sections on: **What we already know, What this article adds**; (4) Text (**Introduction, Methods, Results, Discussion, Conclusion**); (5) **Acknowledgments**; (6) **References**; (7) **Figure legends**; (8); **Tables**; and (9) **Figures**; (10) **Supplementary Files** (if applicable). Additional illustrations or other materials can be submitted as supplementary files for online-only publication.

3. The Title Page should include the following information:

- Manuscript Title
- Author names and affiliations. Names of authors should be spelled out and qualifications of the authors up to **2 highest academic titles**. A superscript number should be placed after each name to refer to the respective affiliations that must be listed below. Provide the full postal address, contact number, and email address for each author.
- Corresponding author information. Please ensure that any changes to the contact details of the corresponding author must immediately be notified to the Editorial Office.

4. For the **Main Document**:

Abstract

- The abstract must be unstructured, and the word limit is 150 words for Original Articles or 200 words for Review.
- At the end of the abstract, please include an alphabetical list of 5 to 8 keywords and subjects for indexing. Choose the keywords carefully as these will be used for subsequent retrieval.

Text

- The article must begin with these two sections. Please see examples in our journal.
 - i. What we already know
 - ii. What this article adds
- At the end of the introduction, provide a one sentence objective that describes exactly what the reader can expect in the paper.
- All articles must contain a Methodology section. The '**Methods**' section must include the titles of the **Ethics Committees** (Institutional Review Committees) that approved the protocol together with **Approval Numbers** or dates. Approval must be given before data collection commences. Details of the way informed consent was obtained must also be included. The corresponding author must retain copies of all letters of approval in case they are required for review by the Journal's editors. Papers without proof of ethical consideration will immediately be rejected.
- System Internationale (SI) Units should be used. Use only standard abbreviations. The full term for which an abbreviation stands should precede its first use in the text unless it is a standard unit of measurement.

References

- References should be from refereed journals. We do not allow informal sources, such as personal communications or other sources that are not publicly available.
- Manuscripts should be prepared according to the American Medical Association (AMA) Manual of Style (10th Edition).
- Number the references in order of mention in text. Please ensure that you limit your references to 30 for original articles and a maximum of 200 references for Reviews.
- Identify references in text, tables, and legends by Arabic numerals in superscript. Titles of journals are abbreviated according to MEDLINE.
- In the text, please use the author's surname(s) and a superscripted number that correlates with the reference at the end of the manuscript. For example, for the first reference in the

text, use a superscripted number 1, such as Skinner¹, or use only the superscripted number after the phrase or sentence of citation. When several references are cited simultaneously in the text, list the superscripted numbers together, for example, “Many researchers have debated this subject.”^{1,2,5,9}. In text citations, use “et al” for references of 3 authors. However, in the references, list up to 6 authors. If there are more than 6 authors, list the first 3 authors and then “et al”. References should appear at the end of the text numbered in order of appearance in the manuscript. Unpublished data and personal communications should be given as references. Follow the examples of forms of references as shown below.

Journal references should be cited as follows:

Ricketts TA. The impact of head and body angle on monaural and binaural performance with directional and omnidirectional hearing aids. *Ear Hear.* 2000;21(4):318-329.

Book chapters should conform to the following:

Skinner MW, Holden LK, Binzer SM. Aural rehabilitation for individuals with severe and profound hearing impairment hearing aids, cochlear implants, counselling, and training. In: Valente M, ed. *Strategies for Selecting and Verifying Hearing Aid Fittings*. New York, NY: Thieme Medical Publishers; 1994:267-299.

Books should be listed as follows:

Valente M. *Strategies for Selecting and Verifying Hearing Aid Fittings*. 3rd ed. New York, NY: Thieme Medical Publishers; 1994.

5. Illustrations

- Please limit the number of Tables or Figures to three (that is, only three (3) illustrations (Tables and Figures) in total, not three of each type.
- All tables and figures should be placed at the end of the manuscript after the references and numbered accordingly. Provide footnotes for explanatory matter and identify in alphabetical order all abbreviations used.
- NOTE: Remember to place callouts for the tables and figures in the text. For example, write “INSERT TABLE 1 HERE” to show where the table should appear within the text.
- For quality purposes, please submit figures as separate files in JPEG, TIFF, GIF, or EPS format with 300 dpi resolution or higher.
- PowerPoint slides and images embedded in Word documents do not transfer well to print unless they are simple line art.
- Abbreviations, symbols, arrows, numbers, or letters used in the figures must be identified and explained in the corresponding legends.
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