

AUTHORS' GUIDE

***ATHLETIC TRAINING EDUCATION JOURNAL* AUTHOR GUIDELINES**

GENERAL INFORMATION

This Authors' Guide has been adapted, with permission, from the *Journal of Athletic Training* Authors' Guide and follows it as closely as possible. This was done so that authors and peer reviewers who write or review for both journals will have consistent policies to follow.

The mission of the *Athletic Training Education Journal (ATEJ)* is to connect theory to practice as it advances athletic training education by disseminating research that provides a critical dialogue and evidence-based decision making for the athletic training profession, which serves scholars, educators, clinicians, and students.

The *ATEJ* is a publication of the [National Athletic Trainers' Association](#) (NATA). The *Journal* does not charge publication fees and is fully open access and free of charge to all users. All manuscripts published in the *ATEJ* will be freely available on the [NATA Journals website](#). Manuscripts submitted to the *ATEJ* are screened for suitability and adherence to the author guidelines. Submissions deemed to fall outside the scope of the *ATEJ's* mission; to be of low priority for publication because of a failure to substantially advance the preparation, development, and continuing education of athletic trainers through the exchange of evidence-based ideas and dissemination of scholarship to promote self-regulated, lifelong learning in the profession; or to be noncompliant with the author guidelines will be rejected without peer review. All other submissions will be assigned to an associate editor and undergo double-blind peer review.

REQUIREMENTS

<2>Originality and Copyright

Each author must attest that a manuscript submitted for consideration of publication by the *ATEJ* (1) contains original, unpublished material submitted solely to the *ATEJ*, (2) is not under simultaneous review by any other journal or publisher, and (3) will not be submitted elsewhere until a publication decision is rendered concerning suitability for publication by the *ATEJ*. On submission, each author must also acknowledge and accept the transfer and assignment of all copyright ownership to the NATA if the work is published in the *ATEJ*.

The *ATEJ* follows the [redundant-publication guidelines of the Council of Science Editors](#). All submissions are subject to assessment using plagiarism-detection software. Authors in violation of the redundant-publication guidelines will have sanctions invoked by the Journal Committee of the NATA.

<2>Authorship

The *ATEJ* conforms to the [International Committee of Medical Journal Editors' Uniform Requirements for Manuscripts Submitted to Biomedical Journals](#). Each author must be specifically identified in the published manuscript in accordance with the Uniform Requirements: "Authorship credit should be based only on (1) substantial contributions to conception and design, or acquisition of data, or analysis and interpretation of data; (2) drafting the article or revising it critically for important intellectual content; and (3) final approval of the version to be published. Conditions (1), (2), and (3) must be met. Acquisition of funding, the collection of data, or general supervision of the research group, by themselves, do not constitute authorship." Contributors to the manuscript who do not qualify for authorship should be thanked in the "Acknowledgments" section. Each author must verify having contributed substantially to the submitted manuscript.

<2>Financial Disclosures and Conflicts of Interest

Sources of financial support for the study must be acknowledged. Grant or contract numbers should be included whenever possible. The complete name of the funding institution, agency, or company should be given, along with the city and state in which it is located. If individual authors were the recipients of funds, their names should be listed parenthetically.

During submission, each author's name and contact information must be provided. An email will be sent to each author for verification of authorship and documentation of any conflicts of interest or financial disclosures and copyright transfer.

<2>Protocol Registration

Systematic reviews and meta-analyses should be prospectively registered with [PROSPERO](#). The registration number and associated URL of the review or meta-analysis should be included at the bottom of the title page.

<2>Compliance with International Standards for Ethical Treatment of Human Participants and Animals in Research

Authors must comply with the standards of the [International Committee of Medical Journal Editors regarding the protection of research participants](#). For experimental investigations of human or animal participants, state in the "Methods" section of the manuscript that an appropriate institutional review board approved the project. For investigations of human participants, state in the "Methods" section when and how informed consent was obtained. If informed consent was not required because the study was exempt, identify the institutional review board that approved the exemption.

<2>Permissions

<3>**Reproduction of Copyrighted Material.** Documentation of permission to reproduce previously copyrighted material in the *ATEJ* is required from the copyright holder. This includes reproductions of text, figures, tables, and any other copyrighted materials.

<3>**Photographs.** When possible, authors are encouraged to not include participants' faces in photographs. A signed release is required from any individuals who are recognizable in any photographs or video files that are included in manuscripts and supplemental content that is submitted to the *ATEJ*.

<3>**Educational Case Reports.** A case report (of 1 or more individuals) cannot be reviewed without a release signed by the individual(s) being discussed in the case report. Case reports addressing a pedagogic strategy or intervention that do not focus on human participants do not require a signed release.

PREPARATION OF MANUSCRIPT

<2>Style and Formatting Guidelines

<3>**Blinding.** The *ATEJ* uses a double-blind review process. Authors and institutions should not be identified anywhere in the manuscript except on the title page.

<3>**Page Formatting.** Each page must be formatted for 8.5- × 11-in paper, double spaced, with 1-in margins and a font no smaller than 10 points. Begin numbering the pages of your manuscript with the abstract page as 1; then consecutively number all successive pages. Include line counts on each page to facilitate the review process. Do not right justify pages.

The title page and acknowledgments as well as each table or figure must be uploaded as separate documents. None of these should be included as part of the primary manuscript file.

<3>**Title Page.** The title page must be uploaded as a separate document from the primary manuscript file. Titles should be brief within descriptive limits (a 16-word maximum is

recommended). The title page should also include the name, title, affiliation, email address, and Twitter handle (if applicable) of each author and the name, address, phone number, and email address of the author to whom correspondence is to be directed. No more than 4 credentials should be listed for each author. For athletic trainers, the use of “ATC” is preferred over state credentials. Protocol registration information for systematic reviews and meta-analyses should be included at the bottom of the title page. The lead author’s current position and affiliation should be provided in a single sentence.

<3>**Primary Manuscript File.** The primary manuscript file should contain the following, in the order listed, with each section beginning on a separate page:

- a. Abstract, Key Words (3 to 5 words or terms that do not appear in the title), and Key Points (first numbered page);
- b. Text (body of manuscript);
- c. References;
- d. Legends to figures.

<3>**Abstract.** All manuscripts must include an abstract that serves as a summary. Type the article title (but not the authors’ names) at the top, skip 2 lines, and begin the abstract. Word limits and required headings differ by manuscript category and may be found in Manuscript Categories.

<3>**Key Points.** Authors must provide 3 to 5 key points that serve as “take-home messages” for readers. Each key point should consist of a single sentence and no more than 30 words. Key points must be supported by the results of the current study.

<3>**Conclusions.** The manuscript should not have a separate summary section—the abstract serves as a summary. It is appropriate, however, to consolidate the findings with a concise

conclusions paragraph at the end of the “Discussion” section. Conclusions must be supported by the results of the current study.

<3>**References.** It is unethical to present others’ ideas as your own. References should be numbered consecutively, using superscripted arabic numerals, in the order in which they are cited in the text. References should be cited liberally, but for certain manuscript categories (Original Research, Short Report, Technical Note), the number of cited references is limited, as described in Manuscript Categories.

References to articles or books that have been published or accepted for publication are listed in numerical order at the end of the manuscript. Journal title abbreviations should conform to *Index Medicus* style. Examples of references are illustrated below. See the *American Medical Association Manual of Style*, 11th ed. (Oxford University Press; 2020), for other examples.

<4>Journals.

1. Noller C, Berry DC. High reliability: a primer for athletic training educators. *Athl Train Educ J*. 2020;15(4):251–258. doi:10.4085/1947-380X-59-192. Singe SM, Bowman TG. Athletic training student coping strategies during the COVID-19 pandemic. *Athl Train Educ J*. 2022;17(1):21–27. doi:10.4085/1947-380X-21-049<4>Books.

1. Perrin DH, McLeod I. *Athletic Taping, Bracing, and Casting*. 4th ed. Human Kinetics; 2018.

2. Pitney WA, Parker J, Mazerolle Singe S, Potteiger K. *Qualitative Research in the Health Professions*. SLACK; 2020.

Personal communications are cited in the text as follows: “. . . (J.A. Smith, written communication, January 21, 2022).” The written or oral nature of the communication is stated,

and the communication does not appear in the reference list. Authors must provide written permission from each personal communication source.

<3>**Tables.** Tables should be formatted as follows: (1) The title is bold, and body and column headings are roman type; (2) units are set above rules in parentheses; (3) numbers are aligned in columns by decimal point; (4) footnotes are indicated by superscript letters; and (5) the first letter of each major word in titles is capitalized, but only the first word in each column or row entry is capitalized.

Tables should be numbered sequentially as they are cited in the text. See a current issue of *ATEJ* for examples.

<3>**Figures.** Figures should use Arial, a white background, and no surrounding box. Minimum recommended resolution is 300 dots per inch. Multipart figures should be mounted together and Arial capital letter labels (A, B, C, etc) used. For more details, consult the [NATA Journals Figure Guidelines](#).

Legends to figures are numbered with arabic numerals in order of appearance in the text.

<3>**Supplemental Content.** Authors are encouraged to submit supplemental content that can be archived on the *ATEJ* website should their manuscript be accepted for publication. Supplemental content may include detailed intervention or measurement protocols, video files of study procedures, additional figures or tables, datasets, computer code for data processing or analysis, or other materials that may be of interest to readers but do not fit concisely into the manuscript.

<3>**Active Voice.** Writing should be in the active voice (for example, instead of “Participants were selected,” use “We selected participants”) and in the first person (for example, instead of “The results of this study showed,” use “Our results showed”).

<3>**Abbreviations.** Avoid using the abbreviation “ATS” for “athletic training student”; always spell the phrase out unless it is used excessively to the point that spelling out become cumbersome. The abbreviation “AT” is acceptable for “athletic trainer” only; “AT” should not be used for “athletic training.”

<3>**Units of Measurement.** Units of measurement shall be recorded according to the International System of Units, as specified in the *AMA Manual of Style*. Examples include mass in kilograms (kg) and height in centimeters (cm).

<3>**Reporting Percentages.** Percentages should be accompanied by the numbers used to calculate them. Avoid reporting a single P value as an inequality (eg, $P > .05$) but instead report the exact value (eg, $P = .12$). If, however, the value would be reported as $P < .00$ because of the number of significant digits allowed, then it is acceptable to state $P < .001$. When reporting groups of P values, it is permissible to provide an inequality (eg, “groups were similar on all demographic characteristics [P values $> .05$]”).

<3>**Nonnative English-Speaking Authors.** Submissions written in English are welcomed from all countries. Authors, particularly those whose first language is not English, may wish to have their English-language manuscripts edited by a native speaker before submission. This is optional but may help to ensure that the academic content of the paper is fully understood by the editors and reviewers. The *ATEJ* does not endorse any specific professional editing provider. However, we provide the following links to several vendors that offer these services:

Editage: <https://www.editage.com/>

ELSS: <http://www.elss.co.jp/en/services/editing.html>

Balbes Consultants: <http://www.balbes.com/index.html>

<3>**Inclusive Language.** The *ATEJ* follows the guidelines of the *AMA Manual of Style*

regarding inclusive language. Phrases and terms such as “people [person] of color,” “marginalized,” and “underrepresented” are preferred over “minority.” When feasible, specifically defining the group (“Black students,” “Hispanic athletes”) is the best option.

MANUSCRIPT CATEGORIES

Quantitative Original Research

Qualitative Original Research

Systematic Review or Meta-Analysis

Scoping Review

Educational Technique

Case Report

Evidence-Based Practice

Short Report or Technical Note Current Clinical Concepts

Narrative Literature Review Communications/Commentary

Letter to the Editor

<2>Quantitative Original Research

<3>**Abstract.** A structured abstract consisting of a maximum of 300 words and including the mandatory subheadings of “Context,” “Objective,” “Design,” “Setting,” “Patients or Other Participants,” “Main Outcome Measure(s),” “Results,” and “Conclusions” is required. When appropriate to the study performed, “Intervention(s)” follows “Patients or Other Participants.” For the “Design” category, the author should select the most appropriate description from the following list:

<4>*Randomized Controlled Clinical Trial*. A group of participants is randomized into an experimental group and a control group. These groups are followed up for the variables or outcomes of interest.

<4>*Crossover Study Design*. The administration of 2 or more experimental therapies, one after the other, in a specified or random order to the same group of patients.

<4>*Prospective Cohort Study*. Involves identification of 2 groups (cohorts) of participants, 1 that received the exposure of interest and 1 that did not, and following these cohorts forward for the outcome of interest.

<4>*Case-Control Study*. A study that involves identifying patients who have the outcome of interest (cases) and patients without the same outcome (control group) and looking back to see if they had the exposure of interest.

<4>*Cross-Sectional Study*. The observation of a defined population at a single point in time or time interval. Exposure and outcome are determined simultaneously.

<4>*Case Series*. Describes characteristics of a group of patients with a particular disease or who have undergone a particular procedure or participants who have been exposed to a particular educational intervention. Design may be prospective or retrospective. No control group is used in the study, although the "Discussion" may compare the results with other results published in the literature.

<4>*Controlled Laboratory Study*. An in vitro or in vivo investigation in which 1 group receiving an experimental intervention is compared with 1 or more groups receiving no intervention or an alternate intervention.

<4>*Descriptive Laboratory Study*. An in vivo or in vitro study that describes characteristics such as the anatomy, physiology, or kinesiology of a broad range of subjects or a specific group of interest.

<4>*Descriptive Epidemiology Study*. Observational study describing the incidence, prevalence, or risk factors of injuries occurring in a particular sport or physical activity.

<3>**Key Words, Word Counts, and Key Points**. Immediately after the abstract, these items should be provided:

- 3 to 5 key words that are not in the title;
- Abstract word count;
- Body of manuscript word count (not counting abstract, references, tables, or figures);
- 4 to 5 key points that serve as take-home messages for readers. Each key point should have a maximum of 280 characters including spaces.

<3>**Body of Manuscript**. The body of an Original Research manuscript contains the following sections: “Introduction,” “Methods,” “Results,” and “Discussion.” No heading should appear at the beginning of the “Introduction”; however, headings should appear at the start of the remaining 3 sections. The “Introduction” should contain a brief overview of the problem being addressed, provide justification for the study being performed, and clearly state the study purpose and research hypotheses. The “Methods” section should contain sufficient detail concerning the study design, participants, materials, procedures, and analysis used so that others can replicate the study.

The “Results” should be summarized using descriptive and inferential statistics that are presented in the text and in figures or tables as appropriate. The “Discussion” section should summarize the

primary findings of the study and put the original results into the scientific and clinical context of the existing research literature.

<3>**Word and Reference Count.** The body of a quantitative Original Research manuscript should have a maximum of 4000 words, and no more than 30 references should be cited.

<3>**Resources.** Authors should consult the [Enhancing the Quality and Transparency of Health Research \(Equator Network\)](#) for a listing of guidelines specific to certain study designs when writing their manuscripts. In the “Methods,” please identify which guideline was used.

<3>**Supplemental Content.** Authors are encouraged to submit supplemental content that does not fit concisely into the Original Research manuscript.

<2>Qualitative Original Research

<3>**Abstract.** A structured abstract consisting of a maximum of 300 words and including the mandatory subheadings of “Context,” “Objective,” “Design,” “Setting,” “Patients or Other Participants,” “Data Collection and Analysis,” “Results,” and “Conclusions” is required. The “Design” should be listed as “Qualitative study.”

<3>**Key Words, Word Counts, and Key Points.** Immediately after the abstract, these items should be provided:

- 3 to 5 key words that are not in the title;
- Abstract word count;
- Body of manuscript word count (not counting abstract, references, tables, or figures);
- 3 to 5 key points that serve as take-home messages for readers.

<3>**Body of Manuscript.** The body of an Original Research manuscript contains the following sections: “Introduction,” “Methods,” “Results,” and “Discussion.” The “Introduction” should supply a brief overview of the problem being addressed, provide a justification for the study

performed, and clearly state the study purpose and research hypotheses. The “Methods” section should contain sufficient detail concerning the study design, participants, materials, procedures, and analysis used so that others can replicate the study. The “Results” should be described in the text and in tables or figures as appropriate. The “Discussion” section should summarize the primary findings of the study and put the original results into the scientific and clinical context of the existing research literature.

<3>**Word Count.** The body of a qualitative Original Research manuscript should have a maximum of 5000 words, and no more than 30 references should be cited.

<3>**Required Resources.** Authors should consult the following specific guidelines when writing their manuscripts. In the “Methods,” please identify which guideline was used:

[Standards for Reporting Qualitative Research \(SRQR\)](#) or [Consolidated Requirements for Qualitative Research \(COREQ\)](#).

<3>**Supplemental Content.** Authors are encouraged to submit supplemental content that does not fit concisely into the Original Research manuscript.

<2>Systematic Review or Meta-Analysis

<3>**Abstract.** A structured abstract consisting of a maximum of 300 words and including the mandatory subheadings of “Context,” “Objective,” “Data Sources,” “Study Selection,” “Data Extraction,” “Data Synthesis,” and “Conclusions” is required.

<3>**Key Words, Word Counts, and Key Points.** Immediately after the abstract, these items should be provided:

- 3 to 5 key words that are not in the title;
- Abstract word count;
- Body of manuscript word count (not counting abstract, references, tables, or figures);

- 3 to 5 key points that serve as take-home messages for readers.

<3>**Body of Manuscript.** The body of a Systematic Review or Meta-Analysis manuscript contains the following sections: “Introduction,” “Methods,” “Results,” and “Discussion.” The “Introduction” should supply a brief overview of the problem being addressed, provide justification for the question(s) being asked, and clearly state the patient or participant characteristics, intervention, and comparative outcomes (PICO [patient, intervention, comparison, outcome] or PICOST [population, intervention, control, outcomes, study design, timeframe]) question. The “Methods” section should contain sufficient detail concerning the search strategy, study inclusion and exclusion criteria, assessment of methodologic quality, data extraction, and analysis used so that others can replicate the study. This includes protocol and registration, eligibility criteria, information sources, search strategy, selection of sources of evidence, data-charting process, data items, critical appraisal of individual sources of evidence, and synthesis of results. A flow diagram that provides the reader with information about how the review was conducted (Preferred Reporting Items for Systematic reviews and Meta-Analyses [PRISMA]; <http://www.prisma-statement.org>) and ensuring the PRISMA Checklist was used is required. The “Results” section should provide the number of sources of evidence screened, assessed for eligibility, and included in the review, with reasons for exclusions at each stage, ideally using a flow diagram. For each source of evidence, present characteristics for which data were charted and provide the citations. For each included source of evidence, present the charted relevant data that relate to the review questions and objectives. The “Discussion” section should summarize the primary findings of the review and put the results into the scientific and clinical context of the existing research literature.

<3>**Word Count.** The body of a systematic review or meta-analysis manuscript should have a maximum of 5000 words.

<3>**Required Resources.** Authors should consult the following guidelines specific to certain study designs when writing their manuscripts. In the “Methods,” please identify which guideline was used:

[Preferred Reporting Items for Systematic Reviews and Meta-Analyses \(PRISMA\)](#) or [Meta-analysis of Observational Studies in Epidemiology \(MOOSE\)](#).

<3>**Supplemental Content.** Authors are encouraged to submit supplemental content that does not fit neatly into the systematic review or meta-analysis manuscript.

<2>Scoping Review

The *ATEJ* will consider reviews that determine the scope or coverage of a body of literature on a given topic and provide a clear indication of the volume of literature and studies available as well as an overview (broad or detailed) of its focus. The manuscript should examine emerging evidence when it is still unclear what other, more specific questions can be posed and addressed by a more precise systematic review. Scoping reviews identify and map all available evidence.

<3>**Abstract.** A structured abstract consisting of a maximum of 300 words and including the mandatory subheadings of “Context,” “Criteria,” “Sources of Evidence,” “Charting Method,” “Results,” and “Conclusions” is required.

<3>**Key Words, Word Counts, and Key Points.** Immediately after the abstract, these items should be provided:

- 3 to 5 key words that are not in the title;
- Abstract word count;
- Body of manuscript word count (not counting abstract, references, tables, or figures);

- 3 to 5 key points that serve as take-home messages for readers.

<3>**Body of Manuscript.** The body of a Scoping Review manuscript contains the following sections: “Introduction,” “Methods,” “Results,” “Discussion,” “Educational Implications and Recommendations,” “Bottom Line,” and “Conclusions.” The “Introduction” should supply a brief overview of the problem being addressed, provide a justification for the question(s) being asked, and clearly state the patient characteristics, intervention, and comparative outcomes (PICO or PICOST) question. The “Methods” section should contain sufficient detail concerning the search strategy, study inclusion and exclusion criteria, assessment of methodologic quality, gray literature charting methods, data extraction, and analysis used so that others can replicate the study. A flow diagram that provides the reader with information about how the review was conducted ([PRISMA](#);) and ensuring the [RISMA extension for Scoping Reviews \(PRISMA-ScR\) Checklist](#) was used is required. The “Results” sections should provide the numbers of sources of evidence screened, assessed for eligibility, and included in the review, with reasons for exclusions at each stage, ideally using a flow diagram. For each source of evidence, present characteristics for which data were charted and provide the citations. For each included source of evidence, present the relevant charted data that relate to the review questions and objectives. Finally, summarize or present the charting results as they relate to the review questions and objectives. The “Discussion” section should summarize the primary findings of the review and put the results into the scientific and clinical context of the existing research literature.

<3>**Word Count.** The body of the manuscript should not exceed 5000 words, and no more than 30 references should be cited.

<3>**Required Resources.** Authors should consult the following guideline specific to certain study designs when writing their manuscripts. In the “Methods,” please identify the guideline used:

[PRISMA-ScR](#)

<3>**Supplemental Content.** Authors are encouraged to submit supplemental content that does not fit neatly into the scoping review manuscript.

<2>Educational Technique

<3>**Abstract.** A structured abstract consisting of a maximum of 300 words and including the mandatory subheadings of “Context,” “Objective,” “Background,” “Description,” Educational Advantage(s),” “Conclusions,” and “Key Words” is required.

<3>**Key Words, Word Counts, and Key Points.** Immediately after the abstract, these items should be provided:

- 3 to 5 key words that are not in the title;
- Abstract word count;
- Body of manuscript word count (not counting abstract, references, tables, or figures);
- 3 to 5 key points that serve as take-home messages for readers.

<3>**Body of Manuscript.** The body of an Educational Technique manuscript should include both the *how* and *why* of the technique: a step-by-step explanation of *how* to perform the technique, supplemented by photographs or illustrations, and an explanation of why the technique should be used. The discussion concerning the *why* of the technique should review similar techniques, point out how the new technique differs, and explain the advantages and disadvantages of the technique in comparison with other techniques. Authors should address what, if any, modification(s) might be recommended moving into the future. If data of any kind

are reported, authors should report institutional review board status. When reporting nonsignificant results, a power analysis should be provided.

<3>**Word Count.** The body of the manuscript should not exceed 3000 words, and no more than 15 references should be cited.

<3>**Supplemental Content.** Authors are encouraged to submit supplemental content that does not fit concisely into the educational technique manuscript.

<2>Case Report

<3>**Abstract.** A structured abstract consisting of a maximum of 300 words and including the mandatory subheadings of “Objective,” “Background,” “Differential Diagnosis,” “Treatment,” “Uniqueness,” and “Conclusions” is required. Subheadings for case reports addressing a pedagogic strategy or intervention that do not focus on human participants may be modified.

<3>**Key Words, Word Counts, and Key Points.** Immediately after the abstract, these items should be provided:

- 3 to 5 key words that are not in the title;
- Abstract word count;
- Body of manuscript word count (not counting abstract, references, tables, or figures);
- 3 to 5 key points that serve as take-home messages for readers.

<3>**Body of Manuscript.** The body of a Case Report manuscript must contain the following sections: “Introduction,” “Case Presentation,” “Discussion,” “Educational Effect” or “Educational Recommendations,” and “Conclusions.”

<3>**Word Count.** The body of a Case Report manuscript should have a maximum of 2000 words, and no more than 15 references should be cited.

<3>**Required Resources.** Authors should consult the [Enhancing the Quality and Transparency of Health Research \(Equator Network\)](#) for a listing of guidelines specific to certain study designs when writing their manuscripts. Be sure to have consulted with, assessed, and **expressly** reported in the “Methods” which quality assessment tool was used for mapping or to ensure the necessary research reporting criteria were addressed.

<3>**Supplemental Content.** Authors are encouraged to submit supplemental content that does not fit concisely into the Case Report manuscript.

<2>Evidence-Based Practice

<3>**Abstract.** A structured abstract consisting of a maximum of 300 words and including the mandatory subheadings of “Reference/Citation,” “Clinical Question,” “Data Sources,” “Study Selection,” “Data Extraction,” “Main Results,” and “Bottom Line” is required.

<3>**Key Words, Word Counts, and Key Points.** Immediately after the abstract, these items should be provided:

-
- Abstract word count;
- Body of manuscript word count (not counting abstract, references, tables, or figures);
- 3 key points that serve as take-home messages for readers.

<3>**Body of Manuscript.** An Evidence-Based Practice article provides a short review of the current scientific literature and applies the findings to clinical or educational athletic training practices. All articles submitted for this section should be concise reviews of published systematic reviews or meta-analyses on topics relevant to athletic training education and pedagogy, continuing education, or interprofessional practice. Reviews of individual, large controlled clinical trials will also be considered. The review begins with the complete article title

and reference and a statement of the clinical question the review addresses. The rest of the review consists of a summary of the article and must include the following sections: “Data Sources and Search Terms Used”; Study Selection” (inclusion and exclusion) criteria”; the “Methods” used to extract and review data, including a list of the primary outcome measures; “Results” of the search strategy; and “Primary Outcome Measures”; and “Conclusions.” A separate “Commentary” section should address the application of the information to the clinical athletic training setting. Authors may use supplementary scientific literature (up to a maximum of 5 references) to support the commentary.

<3>**Word Count.** The body of an Evidence-Based Practice manuscript should have a maximum of 3000 words, and no more than 15 references should be cited.

<3>**Required Resources.** Authors should consult the [Equator Network](#) for a listing of guidelines specific to certain study designs when writing their manuscripts. In the “Methods” please identify which guideline was used.

<3>**Supplemental Content.** Authors are encouraged to submit supplemental content that does not fit concisely into the evidence-based practice manuscript.

<2>Short Report or Technical Note

The *ATEJ* will consider manuscripts on topics that are best suited for dissemination in the form of an abridged communication. Short Reports may include a brief report of an Original Research study with a concise question and scope that either does not warrant a full-length Original Research manuscript or reflects a succinct review of a specific topic, historical perspective, or application of a specific statistical procedure. Technical Notes should describe results from new or modified experimental methods or advances in instrumentation, data acquisition, or

educational techniques. Furthermore, they should define, explain, or discuss the technical and scientific aspects of an important and timely topic.

Except for Short Reports describing Original Research studies, an author who wishes to submit a Short Report or Technical Note is advised to contact the Editorial Office in advance regarding the suitability of the topic for submission to the *ATEJ*.

<3>**Abstract.** An unstructured abstract not exceeding 150 words is required.

<3>**Key Words, Word Counts, and Key Points.** Immediately after the abstract, these items should be provided:

- 3 to 5 key words that are not in the title;
- Abstract word count;
- Body of manuscript word count (not counting abstract, references, tables, or figures);
- 3 key points that serve as take-home messages for readers.

<3>**Body of Manuscript.** Data-based manuscripts should follow the flow of “Introduction,” “Methods,” “Results,” and “Discussion,” consistent with Original Research manuscripts. The headings of nondata-based manuscripts should reflect the specific sections salient to the overall theme of the paper.

<3>**Word Count.** The body of the manuscript should not exceed 2000 words, and no more than 15 references should be cited. No more than 3 tables or figures should accompany the manuscript.

<3>**Supplemental Content.** Authors are encouraged to submit supplemental content that does not fit concisely into the Short Report or Technical Note manuscript

<2>Narrative Literature Review

Narrative Literature Reviews published in the *ATEJ* are normally solicited from established authors for inclusion in special thematic issues on contemporary topics in athletic training and sports medicine. An author who wishes to submit an unsolicited narrative literature review is advised to contact the Editorial Office regarding the suitability of the topic for the *ATEJ* and further instructions.

<2>Communications or Commentary

Communications articles, such as official position statements from the NATA Pronouncements Committee, policy statements, and free communication are solicited for publication by the *ATEJ*. An author who has a suggestion for such a paper is advised to contact the Editorial Office regarding the suitability of the topic for the *ATEJ* and further instructions.

<3>**Abstract.** A structured abstract consisting of a maximum of 300 words and including the mandatory subheadings of “Context,” “Objective,” “Background,” “Synthesis,” “Results,” “Recommendation(s),” “Conclusion(s),” and “Key Words” is required.

<3>**Key Words, Word Counts, and Key Points.** Immediately after the abstract, these items should be provided:

- 3 to 5 key words that are not in the title;
- Abstract word count;
- Body of manuscript word count (not counting abstract, references, tables, or figures);
- 3 key points that serve as take-home messages for readers.

<2>Letter to the Editor

Letters to the editor should be less than 1000 words, contain no more than 10 references, and be submitted to the [Editorial Office](#).

SUBMISSION

Submit new manuscripts online at <http://atej.msubmit.net>.

MANUSCRIPT REVISIONS

Manuscripts returned to authors for revisions must be resubmitted within 3 months of the date of the decision letter to be considered for publication. Revised manuscript submissions must include the revised manuscript highlighting the responses to the reviewers and revisions made to the manuscript, a “clean” (ie, changes-incorporated) manuscript, and separate files containing the itemized comments of each reviewer, followed by the response to each comment, indicating the revisions made to the manuscript or providing a justifiable rebuttal.

ACCEPTED MANUSCRIPTS

Papers accepted for publication undergo copyediting and final approval by the corresponding author before final production. Papers are posted ahead of print on the [ATEJ's website](#).

Manuscripts are edited by a professional editor to improve the effectiveness of communication between authors and readers and to aid the authors in presenting work that is compatible with the style policies found in the *AMA Manual of Style*. Page proofs are sent to the corresponding author as PDFs for proofreading, and any changes must be returned within 48 hours. Please keep in mind that alterations are costly. Important changes are permitted, but authors will be charged for excessive alterations. Although authors will need to correct any factual or typesetter errors, text changes in excess of 5 text “blocks” will be billed at \$5 per correction. Figure revisions (replacement figures or minor figure editing) will be billed as follows: black and white figure, \$25; halftone (eg, photograph), \$30; color figure, \$75.

PARTNER PUBLICATIONS

The *ATEJ* partners with the following publications and may refer manuscripts not suited for publication in the *ATEJ* to these partner publications as appropriate:

- [Journal of Athletic Training](#)
- [International Journal of Athletic Therapy & Training](#)
- [NATA News](#)

MEDIA REVIEWS

Reviews of new media including books, educational videos, or software relevant to the clinical practice of athletic training are typically solicited by the *ATEJ*. Media reviews undergo editorial review. Authors with a proposal for a media review should contact the [Editorial Office](#).

<2>Instructions for Authors of Media Reviews

The purpose of a Media Review is 2-fold: (1) to recommend the suitability of the material for athletic training education (professional and continuing) and (2) to make suggestions to the author for improving the material in future editions.

Provide the following information at the top of your review:

Title:

Author(s):

Publisher:

City:

Year:

No. of pages or length (if applicable):

ISBN (if applicable):

Price:

Reviewed by:

Reviewer's institution, city, state:

<2>Questions to Answer When Writing Media Reviews

To ensure a comprehensive review of the material, please use the following questions to direct your review, but write your review in paragraph form.

- (1) For what type of course would this material be suitable?
- (2) Would this material be better used as a primary source or as a supplement?
- (3) To which student level is the material directed?
- (4) Would professionals in the field (other than educators) find the material useful?
- (5) How does this material compare with similar materials?
- (6) Is there anything unique about this material?
- (7) Are the illustrations or images helpful or distracting?
- (8) Does the material flow smoothly, or does the reader or viewer have to work to understand the message?
- (9) Is the cost of the material reasonable for the information a purchaser would gain?
- (10) Other comments.

The completed review should be submitted using the link provided on acceptance of the review.