

Journal of Athletic Training Figure Guidelines

JAT follows *AMA Manual of Style* (10th ed) closely. Please consult the style manual, particularly 4.2 Figures (pp 98–121) for more information or a recent issue of the journal for additional example figures.

- Figures should be a minimum of 300 DPI.
- Preferred file formats are .tiff, .eps, .jpeg, or .pdf.
 - Excel figures should be converted to a 1-page .pdf (or another acceptable format) before submitting final files. *JAT* will no longer accept Excel figure files (.xls) for print production because Excel is not a graphics program and details may be lost in converting Excel files to the graphics required for typesetting.
- Where possible, *JAT* sizes figures to 1 column width (21 picas or roughly 3½" wide). Choose font size so that when figures are at **final** size, the **smallest** font **anywhere** in the figure is a **minimum** of 7 points for legibility in print.
 - Example: if you are creating a figure with all important parts legible when sized at 3½" wide, but your figure is 7" wide, use Arial 16-point font (**not** Arial 7-point font).
- If a figure has 2 or more parts, for typesetting purposes it must be
 - Mounted into a single figure
 - Letterlabeled – all parts must have a CAPITAL letter label: A, B, C (*not* a, b, c)
- All similar figures for the same article should be similarly styled, eg
 - Built so that they are the same width and use the same font size, so that they can be sized identically within your article.
 - Background lines
 - Fill patterns/colors for bars
 - Order
 - Example:
 - Figure 1 has 2 bars: white bar for Running (left side of figure) and a black bar for Skiing (right side of figure) and no background lines.
 - If Figure 2 also has bars for Running and Skiing, white should be used as the fill color for Running (and the bar should be on the left side of the figure) and black used as the fill color for Skiing (with the bar on the right side of the figure), and no background lines should be used.
- Use Arial (or another sans serif font).
- Do not use designators such as * or † within figures—use lowercase letter labels: a, b, c (*not* A, B, C).
- Lines (eg, x-axis and y-axis) should meet with no white space between.
- x-axis and y-axis labels should be bold and use title caps, eg: **Outcome Measure**

- Tickmark/bar labels should be lightface and use initial caps, eg: Reaction time
- Within-figure legend labels should use initial caps, eg: Did not return to play
- Units on labels should be placed after a comma at the end of the label, eg: **Men Returning to Play, %**
- En dashes should be used in number ranges: 1990–1999; 22–23
- Flowcharts should use standard box shapes, eg: start and end symbols, ovals; processing steps, rectangles; conditional/decision (eg, a question with a yes/no answer), diamond with 2 (or more) labeled arrows
- *AMA Manual of Style* (10th ed) should be consulted for additional style matters, but the following are some general guidelines:
 - No periods in abbreviations (except No. for “number”)
 - Units of time are abbreviated as s, min, h, d, wk, mo, y
 - Most prefixes are run together with the word following, eg: non, pre, post
 - Normally use a leading zero with decimals, eg: 0.01 (but do not use a leading zero with *P* values, α values, or β values: $P = .05$, $\alpha = .05$, $\beta = .80$)

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