

I. EDITORIAL POLICY

Journal of Nuclear Medicine Technology (JNMT) publishes material of interest to practitioners and scientists in the fields of nuclear medicine and molecular imaging. Proffered articles describing original laboratory or clinical investigations, brief communications, and letters to the editor will be considered for publication. Occasionally, invited articles, editorials, and invited perspectives of selected topics will be published. Manuscripts, including figures and tables, must be original and not under consideration by another publication.

In preparing manuscripts, authors should follow the *Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Writing and Editing for Biomedical Publications* (www.icmje.org) and the specific instructions detailed below. Also, helpful guidance in conforming to the *Uniform Requirements* may be found in *Medical Style & Format: An International Manual for Authors, Editors, and Publishers* (Philadelphia, PA: ISI Press; 1987).

II. MANUSCRIPT SUBMISSION

Submit new manuscripts online at <http://submit-tech.snmjournals.org>. For instructions visit <http://submit-jnm.snmjournals.org/submission/submissionhelp>.

Inquiries regarding manuscript status and preparation can be directed to salexand@snm.org.

Correspondence about manuscripts should be sent to the *JNMT* office:

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All manuscripts should be accompanied by a cover letter from the author responsible for correspondence about the manuscript. The cover letter should contain a statement that the manuscript has been seen and approved by all authors and should give any additional information that may be helpful to the editor.

Each author must have contributed significantly to the submitted work. In instances of more than 6 authors, the specific contribution of each author must be substantiated in the cover letter. As recommended by the International Committee of Medical Journal Editors (ICMJE), criteria considered by the editor for authorship include all of the following: contributing to conception and design, or acquiring data, or analyzing and interpreting data; drafting the manuscript, or critically contributing to or revising the manuscript, or enhancing its intellectual content; and approving the final content of the manuscript. Simple participation or collection of data alone does not justify authorship but should be acknowledged in the acknowledgment section.

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We also attest that any human and/or animal studies undertaken as part of the research from which this manuscript was derived are in compliance with regulations of our institution(s) and with generally accepted guidelines governing such work.

We further attest that we have disclosed in the acknowledgments any and all financial or other relationships that could be construed as a conflict of interest and all sources of financial support for this study.

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Authors may suggest reviewers for their manuscripts. Submitted manuscripts are reviewed for originality, significance, adequacy of documentation, reader interest, composition, and adherence to these guidelines. Manuscripts not submitted in accordance with these guidelines will need to be corrected by the author before peer review.

Manuscripts must be written in English. When necessary, authors should seek the assistance of experienced, English-speaking medical editors before submission. A medical editor should review the final draft of the original and any revisions of the manuscript. Authors will be required to provide revisions of articles written in substandard English before peer review.

All manuscripts considered suitable for review are evaluated by a minimum of 2 reviewers. It is unusual for a manuscript to be accepted for publication without first undergoing a process of revision. Revised manuscripts are judged on the adequacy of responses to suggestions and criticisms made during the initial review. The revised text should be presented in red font. *JNMT* reviewers may seek assistance from sources within their institution when reviewing manuscripts, but the data reported in submitted manuscripts must be kept confidential at all times.

All accepted manuscripts are subject to editing for scientific accuracy, clarity, and style.

IV. PUBLICATION CHARGES

The author is responsible for all charges relating to separations and printing of color figures. An estimate of these charges will be sent to the author at the time of revision. Author approval of charges is required before production will begin.

V. FORMAT REQUIREMENTS

A. General Requirements

Use margins of at least 1½ in. (4 cm) and a type size of at least 10 points, double spacing every line. Use the following

order for the sections of the manuscript: title page, abstract, text, acknowledgments, references, figure legends, and tables. Number pages consecutively, beginning with the abstract. Do not use automated word-processing features or embedding for numbering, footnotes, or endnotes.

B. Title Page

The title page of the manuscript should include the following: (1) concise and informative title (fewer than 200 characters); (2) short running foot line of no more than 40 characters (letters and spaces) placed at the bottom of the title page and identified; (3) complete byline, with first name, middle initial, and last name of each author (a limit of 6 authors is recommended); (4) complete affiliation for each author, with the name of department(s) and institution(s) to which the work should be attributed; (5) disclaimer, if any; (6) name, address, telephone number, fax number, and e-mail address of 1 author responsible for correspondence about the manuscript and to whom reprint requests should be directed, or statement that reprints are not available; (7) name, address, telephone number, fax number, and e-mail address of the first author, specifying whether this person is currently in training (e.g., fellow, resident, or student); and (8) the word count of the manuscript. Financial support for the work should be noted in a statement on this page as well as in the acknowledgments.

C. Abstract

A structured abstract must be included with each original scientific manuscript. The abstract should contain a maximum of 350 words and include 4 clearly identifiable elements of content: rationale (goals of the investigation), methods (description of study subjects, experiments, and observational and analytic techniques), results (major findings), and principal conclusions. Except for the rationale, these sections should be preceded by headings (i.e., **Methods**, **Results**, and **Conclusion**). Three to 5 key words should also be submitted with the abstract.

D. Text

1. Presentation

Describe procedures in sufficient detail to allow other investigators to reproduce the results. Do not use hyperbolic terms or phrases in the title, abstract, or body of the text. Qualitative claims as to the superiority (superior, best), primacy (first, novel, unique), or performance of an idea or instrument should be omitted.

Any brand-name or trademarked instrument, pharmaceutical, or other product mentioned must be followed by the name of the manufacturer, in parentheses. The use of generic names is preferred to the use of brand names or trademarked names.

The text of **original scientific** and **methodology articles** is usually divided into the following sections: **Introduction**, **Materials and Methods**, **Results**, **Discussion**, and **Conclusion**. These articles should contain no more than 6,000 words. The 6,000-word limit includes all data. A maximum of 7 figures, 7 tables, and 40 references is allowed. Abstracts should contain a maximum of 350 words.

Brief Communications should contain no more than 2,000 words; this allotment counts the abstract and body text only. The 2,000-word limit does not include the figure legends, title page, tables, or references. A maximum of 4 figures, 2 tables, and 20 references is also allowed. Abstracts should contain a maximum of 150 words.

Letters should concern previously published material or matters of general interest and should be brief and to the point.

Letters should be given a title and should also be accompanied by a copyright transfer agreement as specified above in Manuscript Submission. All material is subject to editing. Letters commenting on previously published articles should be received within 1 year of the date of the referenced article's publication. Letters should contain no figures or tables and no more than 10 references.

2. References

References (not to exceed 40 in an original scientific or methodology article) should be cited in consecutive numeric order at first mention in the text and designated by reference number italicized and in parentheses. References appearing only in a table or figure should be placed at the end of the reference list.

When listing references, follow American Medical Association style (*AMA Manual of Style: A Guide for Author and Editors*. 10th ed. New York, NY: Oxford University Press; 2007). Abbreviate journal names according to the journals database available at PubMed.gov. For journal articles, include the year in the citation but not the month. "Unpublished observations" and "personal communications" should not be used as references, although written or oral personal communications may be noted as such in the text. References cited as "in press" must have been accepted for publication and not merely be in preparation or submitted. The author is responsible for the accuracy of all references and must verify them.

List all authors when 6 or fewer; for 7 or more, list the first 3 followed by et al.

Examples of journal articles:

Wu PS, Yao WJ. F-18 FDG PET in spinal cord pilocytic astrocytoma. *Clin Nucl Med*. 2010;35:649–650.

Hu J, Lan X, Zhang Y. Autoradiography study in myocardium using reporter gene/probe adenovirus recombination system Ad-TIV165/¹³¹I-FIAU [abstract]. *J Nucl Med*. 2010;51(suppl):47P.

Kamaleshwaran KK, Bhattacharya A, Chakraborty D, Manohar K, Rai Mittal B. Diffusely increased muscular uptake of [¹⁸F]fluorodeoxyglucose: a clue for the diagnosis of insulinoma? *Eur J Nucl Med Mol Imaging*. July 2, 2010 [Epub ahead of print].

Suga T, Nakamoto Y, Saga T, et al. Prevalence of positive FDG-PET findings in patients with high CEA levels. *Ann Nucl Med*. 2010;24:433–439.

Example of a book and book chapter:

Prekeges J. *Nuclear Medicine Instrumentation*. Boston, MA: Jones and Bartlett Publishers; 2011:23, 80–90, 221.

Chung JK, Kang JH, Kang KW. Reporter gene imaging with PET/SPECT. In: Gambhir SS, Yaghoubi SS, eds. *Molecular Imaging with Reporter Genes*. New York, NY: Cambridge University Press; 2010:70–87.

Authors are encouraged to generate their references using EndNote (Thomson Scientific). The JNMT Output Style for EndNote is available at www.endnote.com/support/enstyles.asp.

3. Units of Measurement

All measurements should be listed in Système Internationale (SI) units. Non-SI units may be used after the SI units but should be placed in parentheses. Use becquerels, not curies, as the unit of activity (1 mCi = 37 MBq).

4. Abbreviations and Symbols

With the exception of units of measurement, *JNMT* strongly discourages the use of abbreviations. Whenever possible, terms

should be spelled out in full rather than being abbreviated. Every abbreviation, **even those that are well known and in common use**, must be defined the first time it is mentioned in the manuscript; spell out the full term and place the abbreviation, in parentheses, after the full term. For additional information on proper medical abbreviations, consult *Scientific Style and Format: The CSE Manual for Authors, Editors, and Publishers*. 7th ed. Reston, VA: Council of Science Editors in cooperation with Rockefeller University Press, 2006.

5. Tables

Place tables at the end of the manuscript file; do not submit them as separate files. Do not submit tables as images. The number of tables is limited to 7, except in the case of dosimetry articles, which may exceed that number in lieu of figures.

Tables should be self-explanatory and should supplement, not duplicate, the text. Each table must be cited in consecutive numeric order in the text. Number the tables consecutively with an arabic number after the word "TABLE." Titles should be descriptive and brief. Horizontal rules should be placed below the title and column headings and at the end of the table. Do not use vertical rules. Give each column a brief heading.

Place explanatory matter in footnotes, not in the title. Use the following symbols in this sequence: *, †, ‡, §, ||, ¶, #, **. In a footnote, define all abbreviations in the order in which they appear in the table and identify statistical measures of variations, such as standard deviation and standard error of the mean. If data from another published source are used, obtain written permission from the publisher, cite the original source in the references, and include the following credit line in a footnote: "Reprinted with permission of Ref. X." If data from an unpublished source are used, obtain permission from the principal investigator and acknowledge fully.

6. Figures

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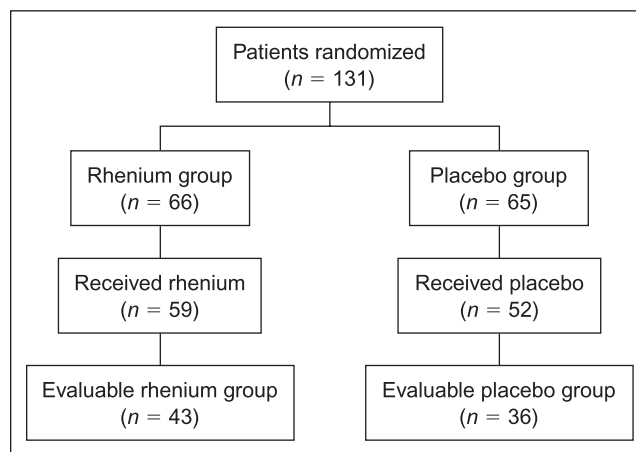
Figures should clarify and augment the text. Because imaging is a major aspect of nuclear medicine, the selection of sharp, high-quality figures is of paramount importance. The author will be required to correct or replace figures of inferior quality. Each submitted figure should clearly identify areas of interest with only enough surrounding area for orientation.

The number of figures submitted should not be excessive for the length of the manuscript and in no case should exceed 7. These 7 figures may consist of up to 14 separate parts. Each figure must be numbered and cited in consecutive numeric order in the text.

If possible, the figures submitted should be the size they will appear when published so that no reduction is necessary. Figures should be either single-column format (Example 1: published width, 8.5 cm; maximum submitted width, 11 cm), mid-size format (Example 2: published width, 11.4 cm; maximum submitted width, 14 cm), or double-column format (Example 3: published width, 17.4 cm; maximum submitted width, 22 cm). The Arial font should be used for all figure text, and the size should be 8–12 points. Composite figures should be preassembled, with each figure part lettered (e.g., A, B, C) in 12-point Helvetica type in the upper left corner.

Color files should be supplied in RGB color and should have an ICC profile applied.

Acceptable resolution for digital figures is 300 dpi. Internet graphics are not acceptable under most circumstances because the 72-dpi resolution is too low for satisfactory reproduction. The file format must be .tiff, .eps, .jpeg, .ppt, .doc, or .pdf. If the .jpeg file



EXAMPLE 1. Flowchart in single-column format. Note the use of Arial font and capitalization of only the first word in each line.

format is used, the images must be of medium quality or better (quality setting of at least 6). Each figure, including those in .ppt, .doc, and .pdf formats, must be submitted as a separate file. Crop and size digital figures to match figure specifications and to minimize total file size.

All submitted illustrations become the property of the Society of Nuclear Medicine.

7. Figure Legends

Legends for figures should be concise and should not repeat the text. Number the legends with an arabic number after the word "FIGURE." If a figure has more than one part, describe each part clearly. Any letter designations or arrows appearing on figures should be identified and described fully. Abbreviations used in each figure should be defined in the legend in alphabetic order.

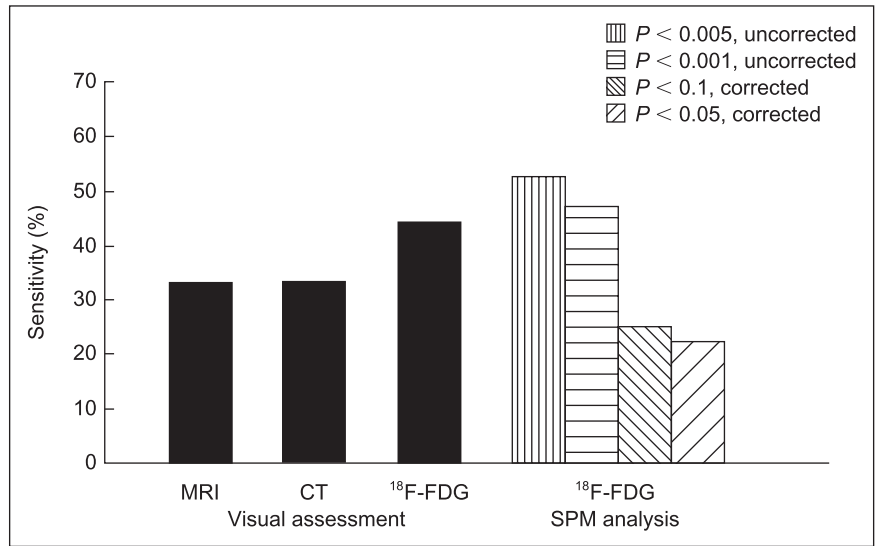
Original (not previously published) figures are preferred for publication in *JNMT*; however, if figures have been published previously, authors are responsible for obtaining written permission from the publisher to reprint. The source of the original material must be cited in the references and the following credit line in parentheses included in the legend: "Reprinted with permission of Ref. X." All permission releases must be submitted to the editor at the time of manuscript submission.

E. Acknowledgments

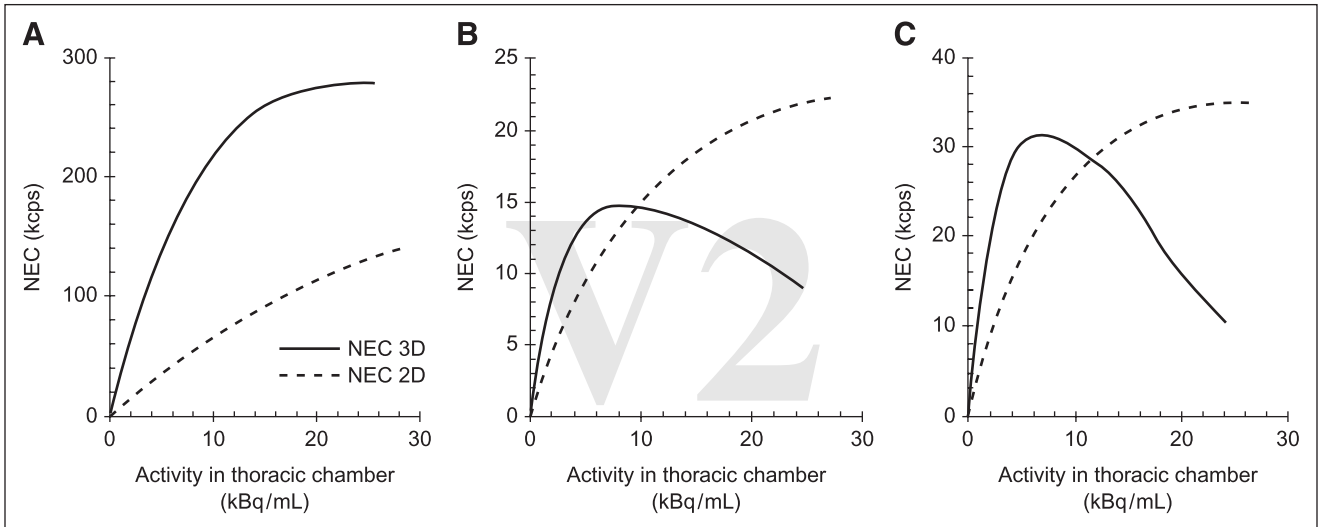
Acknowledge agencies contributing substantially to the work, including any grant support. Persons who have contributed intellectually to the work but do not fulfill conditions 1–3 (from the copyright transfer statement in section II) may be listed in the acknowledgments.

F. Supplemental Data

All data that are needed to support the central conclusions of the article must be presented in the manuscript itself. Other data (e.g., large-scale tabulations) that are integral to the manuscript and of interest to specialists but not practical to include in the printed journal can be submitted for online-only publication as Supplemental Data. Each item of Supplemental Data should be given a brief descriptive title and should be directly referred to in the manuscript (e.g., Supplemental Table 1). Because Supplemental Data files are placed online unedited, as submitted by the author, the uploaded files need to be final and ready for publication.



EXAMPLE 2. Bar graph in mid-size format. Note the distinctive, bold hatchings filling the bars.



EXAMPLE 3. Three-part line graph in double-column format. Note that the figure part letters (A, B, and C) are in the upper left corner and in 12-point Helvetica font.

VI. CHECKLIST FOR NEW SUBMISSIONS

- _____ Double spacing of all text in the manuscript.
- _____ Title page with title, authors' names, and complete affiliations; complete address, telephone number, fax number, and e-mail address for corresponding author; and complete address, telephone number, fax number, and e-mail address for first author, if different.
- _____ Structured abstract and key words.
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