

Guide for Authors

1.1. About the Journal

The Singapore Nursing Journal (SNJ) is the official scientific journal of the Singapore Nurses Association. The publication frequency is every four months. It is a peer-review journal which provides a platform for publication of professional papers. All articles should be submitted to sna2@sna.org.sg

All articles submitted for evaluation must be original and should not be under review in any other publication. Articles should be in accordance with the themes proposed by the journal. All articles submitted are evaluated by the Editor. If accepted, they will be sent for review. A copy of the reviewers' comments will be sent to the authors. Decisions for acceptance are based on recommendations of the reviewers and the Editorial Board. The Editorial Board reserves the right to edit all articles for editorial accuracy, style, space requirements as well as to enhance clarity of presentation. The estimated time frame for the evaluation process is two to six months.

1.2 Scope of the Journal

The SNJ takes a unique format. Each issue is themed and addresses a significant healthcare challenge. The outcomes from each issue makes a significant contribution to nursing and healthcare.

1.3 Articles for Submission

The SNJ invites articles of the following types:

1.3.1 *Full length original studies*

Should contain up to a maximum of 4000 words which includes the abstract, text, acknowledgment and references. Separate figures or tables should be limited to 200 words.

1.3.2 *Reviews*

Should contain up to a maximum of 5000 words and up to 150 references.

1.3.3 *Research in Brief*

Should contain up to a maximum of 2000 words which includes the abstract, text, acknowledgment and references. Separate figures or tables should be limited to 150 words. While a research in brief is a concise article, it should be definitive and scientifically rigorous.

1.3.4 *Letters to the Editor*

Should contain up to a maximum of 800 words and up to 5 references. The section will include letters discussing topics raised by papers published in the SNJ or elsewhere. Letters to the Editor will not be peer-reviewed.

1.3.5 *Short reports*

Should contain up to a maximum of 1500 words, up to 10 references and no more than 2 figures or tables. Short reports will be subject to the peer-review process.

1.4 Format of Articles

Please note that it is the responsibility of the author to ensure that submission meets the journal's requirements. Articles submitted to SNJ that do not meet the journal's requirements will be returned to the authors and will not be considered for publication until they are re-submitted.

1.4.1 *Title Page*

Should have the title of paper (in capital letters), author(s) name (s), designation and name of institution or department where the work is done. Details for the corresponding author should include: name, address of institution, telephone numbers and email address. A running title not

exceeding 40 characters and spaces should be provided on the title page.

1.4.2 *Abstract*

Should include a structured explanation on what was done, what was observed and what was concluded. The abstract should contain up to a maximum of 250 words. Authors should provide not more than six keywords, listing them immediately after the abstract.

1.4.3 *Text*

Should include the use of headings and sub-headings in the text i.e. introduction , methods, results discussion. Footnotes should be avoided. All pages of the paper should be numbered consecutively at the top right hand corner in the order: title page, text, references, tables, figures.

Should acknowledge assistance received for conduct of work including funding sources.

1.4.4 *References*

Should contain up to a maximum of 40 references and adhere to conventions of APA 6th edition style. It is the responsibility of the authors to list references accurately.

Journal references should be set as follows:

Referencing journals

Yuan, B.H., Williams, B.A., Yin, L., Liu, M., Fang, J.B., & Pang, D. (2011). Nursing students' views on the effectiveness of problem-based learning. *Nurse Education Today*, 31, 577-581.

Referencing books

Huston, C.J. (2009). *Professional Issues in Nursing: Challenges & Opportunities*. Philadelphia: Lippincott Williams & Wilkins.

Referencing chapter in a book

Hansten, R., & Jackson, M. (2003). Delegation in the clinical setting. In J. Zerwekh, & J. C. Claborn (Eds.), *Nursing Today: Transitions and Trends* (pp. 205 -225). USA: Saunders.

Referencing sources with a digital object identifier (DOI)

Rabiee, F. (2004). Focus-group interview and data analysis. *Proceedings of the Nutrition Society*, 63, 655-660. doi. 10.1079/PNS20044399

- 1.4.5 Tables should be numbered in Roman numerals (e.g. Table III). Each table should be on a separate sheet after the references and should include a title which makes the meaning clear without reference to the text.
- 1.4.6 Illustrations should be in finished form suitable for reproduction, with a minimum of 600 dpi resolution. Photographs should have strong contrast and be trimmed to exclude unnecessary background. Figures should be planned to fit the proportions of the journal pages, and details should be easily discriminated at the final size. Colour photographs will be considered only if essential.
- 1.5 Conventions of Writing
 - 1.5.1 Should use only British English. Articles requiring major language revision will be returned to the authors. Authors for whom English is their second language may choose to have their articles professionally edited before submission.
 - 1.5.2 Articles should be typed double space, Arial 12 point font size.
 - 1.5.3 Authors are responsible for all statements made in their submission and for obtaining permission from copyright owners for use of illustrations.