

Handwriting practice lines consisting of solid top and bottom lines with a dashed midline, repeated across the page.

▶ CJNI Submission Guide

Quick Overview and Resources



June Kaminski, Editor-in-Chief ▶ Canadian Journal of Nursing Informatics – cjni.net/journal/ ▶ 3/24/2012



Canadian Journal of Nursing Informatics

Submission Guidelines

Here are the submission guidelines for manuscript consideration for the Canadian Journal of Nursing Informatics.

Papers and other work submitted for review to The Canadian Journal of Nursing Informatics must be original, must not have been published previously, and must not be under review with another publication at any time during the review process. A wide variety of submissions are welcomed by The Canadian Journal of Nursing Informatics Editorial Board.



Submissions to The Canadian Journal of Nursing Informatics are peer reviewed. If the submission is appropriate for our journal, two or more editors will edit your manuscript to prepare the paper or other work for publication in The Canadian Journal of Nursing Informatics. The Editorial board and team will share their assessment (using the peer review assessment form at the end of this guide) that will help the author develop as a nursing informatics-focused writer. If a manuscript requires further work by the author(s), the manuscript and review forms will be sent back to the principal author. If the manuscript requires only minor editing, the Editor-in-Chief will finalize the content for publication.

GENERAL INFORMATION

Full articles should average no more than 7500 words in length (this can be flexible in special cases) and should include an abstract of around 200 words.

Please list the names, institutions, e-mail addresses, and if applicable, World Wide Web addresses (URL(s)), of all authors. Also include a brief biographical statement (around 50 words, in sentence format) for each author at the end of the manuscript.

Please format your work using the modified 6th edition APA style guidelines provided in this document.

SUBMITTING YOUR FILE

[Please Email Your Submission as an attached file](#), either as a Microsoft Word (doc); Power Point (ppt); Open Office text or presentation (odt or odp); or zipped (zip) file. All submissions must be in digital format. If you have another digital format in mind, please contact the Editor-in-Chief to discuss. Multimedia presentations may be submitted using a variety of formats, including .mp4, .mp3, .flv, .avi, .mov or .swf. If your file is very large, please contact the Editor-in-Chief to arrange web-based transfer.





We welcome both research and practically focused contributions. We encourage papers, reviews and other types of submissions that include hypermedia links to relevant informatics resources, since these can easily be incorporated in the online presentation.

We also welcome informative Power Points, videos, and other multimedia resources that are related to nursing and health informatics, eHealth, Electronic Health Records, apps and social media in health, and so on.

ISSUE DEADLINES

The Journal is issued four times a year, with a Winter, Spring, Summer, and Fall edition, published near the end of each season.

Deadlines for submissions include:

- **Winter Issue – deadline January 31st**
- **Spring Issue – deadline April 30th**
- **Summer Issue - deadline July 31st**
- **Fall Issue – deadline September 30th**





MODIFIED APA FORMAT REQUIRED

1. **Title of Manuscript** (# 1 to 4 below are centered on the page)
2. **By Principal Author and Credentials** e.g. June Kaminski, RN MSN PhD
3. **Any Secondary Authors**
4. **Role and Institution** (directly below each author, e.g. Director, University of Aragon)
5. **Abstract** (200 words, left aligned from here to rest of manuscript (# 5 to 10))
6. **Keywords**
7. **Introduction**
8. **Content** – to accommodate the online WordPress formatting please modify your content as indicated:

- Paragraphs all left aligned, no indentation
- Single spaced paragraphs
- Use Canadian spelling and be sure to pay attention to your word processing program's alerts about spelling and grammar.
- No numbering with Headings e.g. VI. or 1.
- Headings Level One are Centered and Bold
- Headings Level Two are Bold and Left Aligned
- Flag areas where figures (images) and tables need to be inserted clearly, e.g. use yellow highlight tool so the insert point stands out readily.
- Include all figures and tables clearly labelled at the end of your manuscript.
- Have a peer review your work and ensure that your formatting, spelling, grammar, and clarity are all polished before sending it to the Editor-in-Chief.
- All within-content referencing must be done using APA e.g. (Kaminski, 2009, p.2)
- If a reference is available online, include a link within the citation, e.g. ([Kaminski, 2009, p.2](#))

9. Make your reference list. Cite as per APA EXCEPT do not indent any lines – left align all and use single spacing, e.g.

Toews, D. (2003) The New Tarde: Sociology after the end of the social theory. *Culture & Society*, 20 (5), 81-98.

10. Author Bio(s).

Include a brief (one paragraph) biographical sketch of all authors, including current position and full credentials at the end of your manuscript. You may also include an Acknowledgement section at the end, if appropriate.





APA ONLINE RESOURCES

- American Psychological Association. The Basics of APA Style Tutorial
<http://www.apastyle.org/learn/tutorials/basics-tutorial.aspx>
- OWL Purdue Online Writing Lab. APA Formatting and Style Guide:
<http://owl.english.purdue.edu/owl/resource/560/01/>
- Concordia University Library. APA Citation Guide
<http://library.concordia.ca/help/howto/apa.php>

ACADEMIC WRITING RESOURCES

- University of Toronto. Advice on Academic Writing.
<http://www.writing.utoronto.ca/advice>
- T. Hengel and M. Gould. Rules of Thumb for Writing Research Articles.
http://www.itc.nl/library/Papers/hengl_rules.pdf
- Wilfred Laurier University. Academic Writing – What is it?
http://www.wlu.ca/forms/923/Academic_Writing.pdf
- University of Ottawa. Essentials of Academic Writing
<http://www.sass.uottawa.ca/writing/undergraduate/essentials-academic-writing.php>

FORMATING and STRUCTURE RESOURCES

- L. Trask Guide to Punctuation
http://www.itc.nl/library/Papers/hengl_rules.pdf
- University of Ottawa. HyperGrammar.
<http://www.uottawa.ca/academic/arts/writcent/hypergrammar/>
- William Strunk. The Elements of Style.
<http://www.bartleby.com/141/index.html>
- Orangoo Free Spellchecker (select English-Canada language)
<http://orangoo.com/spellcheck/>
- Onelook Reverse Dictionary (to find the 'right' word)
<http://onelook.com/reverse-dictionary.shtml>





MANUSCRIPT PEER REVIEW FORM (used by CJNI Editorial Board to review work)

Author Name	
Article Title	
Editor Name	
Edition	Season Year
Length	XX pages

1. Is the content appropriate for the CJNI?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Is the subject relevant and interesting to our readers?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Is the title appropriate?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Is the manuscript well organized and logically presented?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Does the manuscript cite appropriate literature and provide proper credit to existing work on its topic?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Is the content clear, concise and easy to read?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. Do tables, graphs or images enhance the manuscript content?	<input type="checkbox"/> Yes <input type="checkbox"/> No
8. Does the paper represent an original, interesting and meaningful contribution to the topic?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9. Are references complete, current, appropriate and in APA?	<input type="checkbox"/> Yes <input type="checkbox"/> No
10. Does the abstract explain the content clearly and concisely?	<input type="checkbox"/> Yes <input type="checkbox"/> No

RECOMMENDATIONS

Publish Publish with Minor Revision Publish with Major Revision

Do Not Publish

Rationale:

