



Author Guidelines

Thank you very much for your interest in writing for *St. Louis Metropolitan Medicine*. Here are some of the questions we are most often asked about submitting articles to our magazine.

What types of articles does *St. Louis Metropolitan Medicine* seek?

- **Informational:** Description of a medical program or service that is making a difference for the community.
- **Commentary:** Your opinion about an important topic affecting medicine in St. Louis. (Brief letters to the editor also are welcome.) **NOTE:** All commentaries are eligible for the Arthur Gale Writer's Award carrying a \$250 cash prize; one winner is chosen each year.
- **Practice Management (Consultants):** Advice on insurance, technology, etc. Should be given on objective, third-party basis and not overtly promote the author's services.

Please feel free to submit a brief concept of your idea to us before sending a finished article.

How long should my article be?

- Articles for our magazine range anywhere from 500 to 2,000 words. Please use whatever length is needed for your subject. Commentaries and practice management articles typically are 500-1,000 words; informational articles may be longer.

What file type should I send it in?

- Please submit articles in Microsoft Word. Do not send text in PDF.

If I have photos or charts, how should I send those?

- Photos should be sent in JPEG, PNG or other art file. Resolution should be sufficient quality for print production. Hint: If you open the file, the photo should fill at least 2/3 the height of the screen.
- Charts should be sent in the original files in which they were created, e.g., Power Point.

Should I include a photo and brief bio?

- Please send a high-resolution photo(s) of the author(s) with the article.
- Please include the author's title and contact information (phone, email), along with any other relevant information you may want to include such as special certifications, etc. Please note, our author bios are only a couple of sentences long.

What if my article has citations?

- For literature citations, please follow American Medical Association guidelines in citing articles, books, web pages, etc. See AMA guidelines on the next page.

What about general guidelines on punctuation, capitalization, etc.?

- We will edit your copy to conform to Associated Press style and the Chicago Manual of Style to ensure consistency throughout our journal. If we see something about which we have a question and may affect the meaning of your statement, we will contact you.

Thank you again for your interest in *St. Louis Metropolitan Medicine*

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