

## *Alcohol Research: Current Reviews*—Instructions for Authors

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### Manuscript Submission

*Alcohol Research: Current Reviews (ARCR)* is the quarterly, peer-reviewed journal of the National Institute on Alcohol Abuse and Alcoholism (NIAAA). Each issue of *ARCR* presents an in-depth review of a topic important in alcohol research. Topics cover a wide variety of disciplines, ranging from the biomedical sciences to the social sciences. Please keep our diverse scientific audience in mind when preparing your manuscript.

To submit a manuscript, please follow the instructions below.

#### Getting Started

1. Launch your Web browser (Internet Explorer 5 or higher or Netscape 7 or higher) and go to *ARCR*'s Manuscript Central homepage (<http://mc.manuscriptcentral.com/arh>).
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  - After clicking on "Create Account," enter your name and e-mail information and click "Next." Your e-mail information is very important.
  - Enter your institution and address information as appropriate, and then click "Next."
  - Enter a user ID and password of your choice (we recommend using your e-mail address as your user ID) and then select your area of expertise. Click "Finish."
4. Log in and select "Author Center."

#### Submitting Your Manuscript

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  - Select the designation of each file in the drop-down menu next to the Browse button.
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*NOTE: You are limited to a total of 10,000K for all files you upload.*
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You may suspend a submission at any phase before clicking the "Submit" button and save it to submit later. After submission, you will receive a confirmation e-mail. You also can access Manuscript Central any time to check the status of your manuscript. *ARCR* will inform you by e-mail once the peer reviews have been received and evaluated.

### Conditions of Publication

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When in doubt about what to report, we encourage authors to err on the side of caution and report all interests. Statements will be included in print at the end of the article that either disclose the competing financial interest or declare that no such interests exist.

### Manuscript Preparation

*Article Length:* The average length of an article is 10–15 manuscript pages (including references), double-spaced on 8.5" × 11" paper. Departments (such as Research Update, International Perspectives, and Epidemiological Bulletin) may be slightly shorter. Sidebar articles and Special Section articles may range in length from 3 to 7 typed, double-spaced pages. Each page should be labeled with a page number.

*Form:* The title page should include the article title, full names of all authors, all affiliations and degrees, and a shortened version of the title for use as a running head. Any acknowledgements should appear on this page.

*Terminology:* Clearly define terms such as: *alcohol abuse*; *alcohol dependence*; *alcohol misuse*; *alcohol use disorder*; and *heavy*, *moderate*, and *light drinking*. Please indicate how use of those terms might differ among studies cited within the article. NIAAA also asks authors, if possible, to

use the term *alcohol use disorder* (*mild, moderate, and severe*), which reflects the DSM–5, in place of *alcohol abuse* and *alcohol dependence*, which were used in the DSM–IV.

**Tone:** In general, articles are presented at a reading level appropriate to a graduate-level student, and aim to educate the scientific community about current knowledge and trends in alcohol research. Information should be accessible even to scientists who do not have a background in a particular topic. We ask authors to focus on the “bottom line” of research findings, providing perspective on the implications of this research rather than presenting extensive detail on the methodology used. Readers then can be directed to original research articles for more information. Our editorial staff will work with authors to identify areas of their manuscripts that are in need of further explanation. We may suggest sidebars, glossaries, and textboxes to help explain complex terms and concepts.

**Trade Names:** Generic names should be used in the text. If necessary for clarity of the article, trade names may be included; when used, the complete product name should be given. Symbols accompanying the name of the product (e.g., <sup>TM</sup>) should be verified and clearly indicated.

**Unpublished Research:** **ARCR is not the vehicle for initial reports or original research findings.** Rather, articles should summarize the current state of alcohol research, as well as new avenues of research that have yet to be explored. We ask authors to include only published findings from peer-reviewed sources. Information from review-type articles and citations of seminal literature are preferred sources.

**References:** The number of references cited should be **limited to no more than one published page** (approximately 50 citations) and listed alphabetically according to first-author surnames. Use name/date citations within the text and in the reference list. Do not cite references by number. Manuscripts accepted for publication but still in press should include first initials and last names of authors and year of the work’s completion. Bibliographic information should be supplied in the following order:

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## Artwork

ARCR prefers that a minimum of three graphics, illustrations, figures, or photographs accompany each article.

ARCR has a full graphic-arts department to assist authors in producing high-quality artwork. Drawings, graphs, charts, and figures may be supplied as rough drafts. Include specific instructions as to how these illustrations should appear. Figures should be numbered consecutively in the order in which they are referred to in the text. Figure legends should be brief but inclusive. Symbols identified in the figure should be identified in the legend text. If figures are reprinted from another source, copyright permission is required.

**Tables:** Tabular material should be presented concisely and logically. Tables should be numbered consecutively according to their placement in the text. Each table should have a title. Table legends and footnotes should be included where needed. If tables are reprinted from another source, copyright permission is required.

**Note:** Image files submitted during the peer-review process must be in digital format, not a format for publication. Once the manuscript has been reviewed, we may ask you to submit higher-quality images in CYMK. For the peer review to be completed, we ask that files be submitted in RGB format.

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