



**Instructions for Authors**  
***Canadian Journal of Pathology (CJP)***

*Canadian Journal of Pathology* is a quarterly, peer-reviewed publication. It is published by Clockwork Communications as the agent for Canadian Association of Pathologists (CAP-ACP). All reviews are double blind. For further information about the Journal, or to submit a manuscript, please visit [www.CanadianJournalofPathology.ca](http://www.CanadianJournalofPathology.ca) for more information or to log-in to the journal's manuscript submission portal.

**On-line submission will require the following submission steps:**

1. Log-in by Corresponding Author (new users will need to register).
2. Article Type and sub-type.
3. Article Title and Short Title.
4. Co-Author information including credentials and affiliations.
5. Abstract (include clinical trial registration information if applicable).
6. Keywords (3-5 terms).
7. Number of words, number of pages, total number of files, number of photos/tables/drawings.
8. Author cover letter (see next page for format).
9. One file of the full manuscript (WITHOUT author information). See page 2 for format requirements (incl. selecting pull-quotes) and page 3 for style guidelines.
10. Individual files for each images, tables, supplementary files (the latter for use on the website only). See page 2 for Image/Table accepted formats.
11. Acceptance of the Online Declaration on behalf of all authors (see disclosures for more information).

## SUPPORTING FILES TO ACCOMPANY THE MANUSCRIPT

- **Cover letter** including:
  - corresponding author contact information;
  - All co-author names, credentials, and affiliations;
  - Any conflicts of interest or research funding (must also be noted in the manuscript);
  - a statement that all authors are listed and that all have contributed substantially to the manuscript;
  - Authors must state whether manuscripts from the same study were submitted or published in this Journal or other publications; and
  - Authors may suggest the names of three potential reviewers (please include workplace contact information – reviewers will not be used if only a personal email address is provided).
- **Images** to be in high-resolution (300 dpi) .jpg, .pdf, or .eps format for use in the article or to be considered for the Journal cover; and
- **Figures and tables** provided in both final image format and, if possible, in editable versions.
- **Any supplementary files** for publishing on the Journal's website (optional).

## FORMAT OF MANUSCRIPT FILE FOR SUBMISSION

The following should be included in the manuscript document (all in one file). Please see pages 3 and 4 for additional format requirements and guidelines. **NOTE:** Author information should **NOT** be included in the manuscript document.

1. Perspective (optional).
2. Full title and Short Title.
3. Acknowledgements (as required).
4. Declaration of any conflicts of interest or disclosures (see later section for disclosure formats) or, if none exist, please include one, or both, of the following statements at the beginning of the article:

For original research only: *This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.*

For all submissions (including research): *The authors declare that there are no conflicts of interest regarding the publication of this paper.*
5. **We ask authors to highlight (in yellow) 4-6 sentences that they feel would be appropriate for ‘pull-quotes’** (sentences we highlight in side text during layout to add visual appeal). If the author does not highlight suggestions then pull-quotes will be selected by the Managing Editor at time of layout.
6. All information to identify figures/tables/photographs to be included at the start of the article (Figure/Table number, description). If the author has preferences on positioning of images they can be placed within the body of the article to indicate preferred location. As layout factors will determine image locations we cannot guarantee precise placement.

## MANUSCRIPT GUIDELINES

### Style requirements:

1. Referencing using CSE citation-sequence (using superscript numbering without brackets) and endnotes numbered in the order of first use in the manuscript.
2. Single spaced using full paragraph breaks (not paragraph indentations).
3. Canadian/British spelling is preferred.

### Acknowledgments (optional):

Collate acknowledgments in a separate section at the beginning of the article. List here those individuals who provided help during the research (eg, providing language help, writing assistance, or proofreading the article). References should not be included.

### Perspective (optional):

Limited to 50 words and to appear at the end of the abstract this presents a synopsis of the work to facilitate understanding of its significance. Authors of basic science reports should highlight the potential clinical relevance of their results. Authors of clinical science reports should highlight the underlying mechanisms for the results, for the benefit of clinical scientists and basic scientists. (Example: “Perspective: This article presents the psychometric properties of a new measure of spouse responses to patient chronic pain and well behavior. This measure could potentially help clinicians who seek to assess how spouse responses may contribute to patient pain and disability.”)

### Manuscript section headings:

**Introduction:** State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

**Methods:** Provide sufficient detail to allow the work to be reproduced. Methods already published should be indicated by a reference; only relevant modifications should be described.

**Results/Conclusion:** Results should be clear and concise.

**Discussion:** This should explore the significance of the results of the work, not repeat them. Avoid extensive citations and discussion of published literature.

**References:** endnotes listing all in order of first reference (Footnotes are not permitted in the text).

Subheadings and sections should not be numbered. All sections should be written concisely. Limit the *Introduction* to 600 words and the *Discussion* to 1500 words. Note that section headings may not apply to all article types. Samples have been provided as a guideline rather than a requirement.

### Proprietary Information:

Use nonproprietary names for drugs, and descriptions for devices. Brand name may be mentioned only once within the text (upon first reference), unless essential to the study. For presentation of brand or trade names, include manufacturer's name, city, state and country within parentheses. Upon subsequent reference, use generic drug names or device descriptions only.

## **ADDITIONAL INFORMATION / REQUIREMENTS**

### **Disclosures**

Should any of the following perceived or potential conflicts exist they must be declared:

**Research funding** sources must be acknowledged, including corporate, grant, institutional, or departmental funds. List funding sources in this standard way to facilitate compliance to funder's requirements:

*This work was supported by the National Institutes of Health [grant numbers xxxx, yyyy]; the Bill & Melinda Gates Foundation, Seattle, WA [grant number zzzz]; and the United States Institutes of Peace [grant number aaaa].*

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.

**Potential conflicts of interest** including honoraria, travel to conferences, consultancies, stock ownership (excluding publicly owned mutual funds), equity interests, and patent-licensing arrangements (particularly if a commercial product is noted in the article) must also be declared.

### **Trial registration**

The CJP will only consider for publication randomized clinical trials that were registered with an appropriate registration agency (such as [clinicaltrials.gov](#)) before the first subject was recruited. These guidelines apply to studies that involve both pharmacological and non-pharmacological interventions. The online registry information should appear at the end of the abstract.

### **Rights and Distribution**

Canadian Journal of Pathology is received by all members of CAP-ACP, and other paid subscribers, in print and/or electronic versions. The Journal provides open access, via [www.CanadianJournalofPathology.ca](http://www.CanadianJournalofPathology.ca) apx. 6 months after the initial distribution date.

Articles submitted to this Journal should not be submitted to other publications during our peer-review process or after acceptance by the Journal. Journal content cannot be reprinted, in full or in part, in any form, without permission, in writing, from CAP-ACP.

Accepted manuscripts are embargoed until the Journal's distribution. Unauthorized release of materials before that date is expressly prohibited. For distribution date information contact [info@ClockworkCanada.com](mailto:info@ClockworkCanada.com).